



CITY COUNCIL MEETING AGENDA

Tuesday – October 14, 2025 – 6:00 PM

Shawn O'Neill,
Mayor
soneill@cityofnapavine.com

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

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

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

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

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

Staff Members

Rachelle Denham,
City Clerk

Michelle Whitten,
City Treasurer

Bryan Morris,
PW Director
Community Development

John Brockmueller,
Chief of Police

Allen Unzelman
Honorable Judge-Municipal Court

Jim Buzzard,
Legal Counsel

City of Napavine

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

City Website

www.cityofnapavine.com

- I. CALL TO ORDER
- II. INVOCATION
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL
- V. APPROVAL OF AGENDA – AS PRESENTED
- VI. APPROVAL OF MEETING MINUTES – SEPTEMBER 23, 2025
 - 1) REGULAR COUNCIL MEETING
- VII. STAFF & COUNCIL REPORT
- VIII. CITIZEN COMMENTS – NON-AGENDA ITEMS
- IX. NEW BUSINESS
 - 1) Vouchers – M. Whitten
 - 2) Resolution 2025-10-164: Adopting Lewis County Hazard Mitigation Plan – R. Denham
- X. ADJOURNMENT – CLOSE OF MEETING

Council Meeting is held in person and via Teleconference.

Teleconference Information

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

Access code: 8460198

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



NAPAVINE CITY COUNCIL REGULAR MEETING MINUTES
September 23, 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: Shawn O'Neill Mayor, Brian Watson Councilor #1, Ivan Wiediger Councilor #2, Donald Webster Councilor #3, and Duane Crouse Mayor Pro Tem.

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

MOVED:	Duane Crouse	Motion: Excuse Heather Stewart
SECONDED:	Ivan Wiediger	
<i>Discussion:</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

CONSENT/APPROVAL OF AGENDA

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

APPROVAL OF MEETING MINUTES

MOVED:	Brian Watson	Motion: Approval of the regular council meeting minutes for September 9, 2025.
SECONDED:	Duane Crouse	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

STAFF & COUNCIL REPORTS:

John Brockmueller – Chief of Police

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

Bryan Morris - PW/CD Director

- The report is in writing.

Michelle Whitten - Treasurer

- The report is in writing.

Jim Buzzard - Legal Counsel

- All operations are normal.

Duane Crouse – Mayor Pro Tem

- Recently attended the Opioid Dinner at the Centralia College and Fire Commissioners meeting. It was nice to see an orchestra concert going on at Mayme Shaddock Park. It was cool to see the park being utilized this way. Officer Chief Nichols will be missed and appreciate his contributions to the city during his time here.

Don Webster – Councilor 3

- Attended the Charlie Kirk Memorial last Friday, and it was nice to see all the people that showed up to attend. It felt nice to see the people of our county come out. He understands that we might be getting a turning point here at the Napavine School.

Ivan Wiediger – Councilor 2

- He understands that there have been some complaints about Tiger Meadows and the dust created by the fill coming in. Bryan has taken care of it because they are now watering and have a sweeper that is running up and down Woodard Road now, keeping the street clean and clear.

Shawn O'Neill – Mayor

- Shawn and Beth worked at the burger wagon last Friday at the football game against Onalaska. It's always a great time! Scott Boettcher reached out from the Flood Authority to inform about funding a study and we are at the top of that floodplain. At this point it looks like we are being included in some funding and studies to include some ways that we can slow the water down up here on top of the hill and potentially its effects downstream. It was verified that it is not a restrictive study, and it will not hold us back from anything that we're doing. This is a way that we can contribute to the cause of looking after our neighbors. Scott mentioned that he's appreciative of everything that Duane contributes to the flood authority group. There was an incident at the school and the feedback received back from Shane was stellar and the situation was handled well. You guys are superstars and much appreciated.

Paula Sandirk – Funtime Festival

- Hoping to have the lighted parade at Christmas time. She will encourage people from Funtime Festival to participate in the Trunk & Treat at Halloween. There will be a Christmas tree from Aldrich Berry Farms again this year.

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

- NONE.

CITY OF CHEHALIS ANNEXATION UPDATE – CITY MANAGER, STACY DENHAM

- City Manager, Stacy Denham is going around to talk with people about the City of Chehalis moving forward with annexation. The annexation will connect with Napavine city limits. The City of Chehalis provided the City of Napavine a Notice of intent to annex the Chehalis Urban Growth Area & thirty-day comment period. The 30-day comment period started on the 18th and will end on October 18th. On October 20th a Public Hearing will be held at the Board of County Commissioners. The biggest thing for Stacy is that if you have any questions, please reach out to him. It's important to keep open lines of communication. He's looking forward to working together with the whole annexation process. Just a few points to make is that after the public hearing, there has to be a consideration period. There is no designation on how long that period is going to be. But then the City of Chehalis at that point and County Commissioners both have to vote on whether the annexation is going through or not. Once that occurs, guessing November, then it will go to the Boundary Review Board. Estimated timeline should be around January 15th unless something comes up that moves that date. Councilor Brian Watson asked what the

impact would be on Napavine. Stacy replied that really there shouldn't be an impact directly on Napavine, with the exception that Chehalis Police Dept. will probably have more interactions with Napavine and that part of Hamilton Road will be annexed. The frontage of Hamilton Road is part of the annexation package. The Breen property is not in, and they are not taking it in. That has already been taken to the Boundary Review Board, and they have determined that it's not going to come in, they wouldn't bring it into the UGA. Once the annexation occurs, next year Chehalis is going to clean up our boundaries, which is exactly what the expectation is, to include the Breen property. The one little piece will be removed and when that happens the understanding is the City of Napavine will look to annex that into their city limits. If the City of Napavine annexed that piece in, then Chehalis and Napavine could reach an agreement that would give Napavine that section of frontage. Chief Brockmueller asked if the City of Chehalis is prepared for the extra policing. Chehalis is down a few officers currently, but they are adding a couple more officers to be able to take care of the footprint, not necessarily the number of people. Chehalis may reach out for some assistance along those lines until they get up to speed. Please go to the City of Chehalis website and click on the banner, and you can post a question, a comment, and we will get back to you if you feel more comfortable with that instead of calling.

NEW BUSINESS

VOUCHERS- M. WHITTEN

Washington		September 2025 2nd Council Meeting		
Reference	Date		Amount	Notes
			\$187,674.89	
The following voucher/warrants/electronic payments are approved for payment:				
Accounts Payable	27	126	122,897.16	39998-40025
Electronic Payments	9	9	9,980.47	EFT*20250913-21
Payroll Vendors				
Electronic Payroll	2	2	14,691.23	EFT*20250922-23
ACH Direct Deposit	17	17	40,206.03	Payroll 9/1-9/15 2025
Total Vouchers	55	154	\$187,774.89	
Void Checks 39695			(100.00)	
			\$187,674.89	

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

ORD 672: TERMINATION & RELEASING THE DEVELOPMENT AGREEMENT W/ROGNLIN PROPERTIES, LLC – R. DENHAM

MOVED:	Ivan Wiediger	Motion: Approve Ordinance 672 Termination Agreement Rognlin Properties, LLC.
SECONDED:	Duane Crouse	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

AM25-14: ROGNLIN PROPERTIES, LLC/NAPAVINE INVESTORS, LLC RELEASE OF FUNDS – M. WHITTEN

MOVED:	Duane Crouse	Motion: Approve AM25-14 Rognlin Properties Release of Funds.
SECONDED:	Don Webster	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

ADJOURNMENT: *Meeting Adjourned at approximately 6:24 p.m.*

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

These minutes are not verbatim. If so desired, a recording of this meeting is available online from [freeconferencecall.com](https://fccdl.in/Xp3qWsl4HR) or at the link <https://fccdl.in/Xp3qWsl4HR>.

Respectfully submitted,

Rachelle Denham, City Clerk

Shawn O'Neill, Mayor

Councilor



Voucher Report Oct 14, 2025

- October 2025 1st Council Meeting

Reference	Date	Amount Notes
Reference Number: 40026	International Brotherhood Teams	\$1,219.00
Union Dues - 15734	9/17/2025	\$42.75
Union Dues - 15735	9/17/2025	\$39.75
Union Dues - 15736	9/17/2025	\$62.25
Union Dues - 15737	9/17/2025	\$48.75
Union Dues - 15738	9/17/2025	\$42.75
Union Dues - 15739	9/17/2025	\$42.75
Union Dues - 15741	9/17/2025	\$35.25
Union Dues - 15743	9/17/2025	\$32.25
Union Dues - 15744	9/17/2025	\$41.75
Union Dues - 15745	9/17/2025	\$39.75
Union Dues - 15746	9/17/2025	\$43.25
Union Dues - 15748	9/17/2025	\$39.75
Union Dues - 15749	9/17/2025	\$62.25
Union Dues - 15750	9/17/2025	\$36.25
Union Dues - 15751	10/2/2025	\$42.75
Union Dues - 15752	10/2/2025	\$39.75
Union Dues - 15753	10/2/2025	\$62.25
Union Dues - 15754	10/2/2025	\$48.75
Union Dues - 15755	10/2/2025	\$42.75
Union Dues - 15757	10/2/2025	\$42.75
Union Dues - 15759	10/2/2025	\$35.25
Union Dues - 15761	10/2/2025	\$32.25
Union Dues - 15762	10/2/2025	\$41.75
Union Dues - 15764	10/2/2025	\$39.75
Union Dues - 15765	10/2/2025	\$43.25
Union Dues - 15767	10/2/2025	\$39.75
Union Dues - 15768	10/2/2025	\$62.25
Union Dues - 15769	10/2/2025	\$36.25

- October 2025 1st Council Meeting

Reference	Date	Amount Notes
Reference Number: 40027	ALS Environmental	\$725.00
36-51-694411-0	10/7/2025	\$725.00 3 tests water
Reference Number: 40028	Badger Meter	\$434.40
80212028	9/30/2025	\$434.40 2025*Sept 423 Cellular meters
Reference Number: 40029	BHC Consultants	\$8,555.45
25-10790.01	9/29/2025	\$8,555.45 Jefferson Station
Reference Number: 40030	Buzzard Law Group, P.S.	\$13,412.50
19897	9/24/2025	\$450.00 Pass thru Creekside
19902	9/24/2025	\$500.00 Pass thru Rognlin/Napavine Investor
19903	9/24/2025	\$12.50 5A0772766
19905	9/24/2025	\$12.50 5A0772765
19906	9/24/2025	\$12.50 5A0772763
19907	9/24/2025	\$12.50 5A0772762
19908	9/24/2025	\$12.50 5A0772761
19909	9/24/2025	\$12.50 5A0750799
19910	9/24/2025	\$12.50 5A0750792
19911	9/24/2025	\$12.50 5A0750790
19912	9/24/2025	\$37.50 5A0750785, 5A0750786
19913	9/24/2025	\$12.50 5A0671722
19914	9/24/2025	\$12.50 5A0671718
19915	9/24/2025	\$37.50 5A0671711
19916	9/24/2025	\$37.50 5A0633270
19917	9/24/2025	\$50.00 5A0633269
19918	9/24/2025	\$37.50 5A0633268
19919	9/24/2025	\$37.50 5A0633264
19920	9/24/2025	\$25.00 5A0633259
19923	9/24/2025	\$37.50 5A0611138
19924	9/24/2025	\$12.50 5A0611162, 5A0611164

- October 2025 1st Council Meeting

Reference	Date	Amount	Notes
19925	9/24/2025	\$12.50	5A0611158
19926	9/24/2025	\$12.50	5A0611156
19927	9/24/2025	\$37.50	5A0611152
19928	9/24/2025	\$137.50	5A0611144
19929	9/24/2025	\$237.50	5A0611142
19930	9/24/2025	\$25.00	5A0611136
19931	9/24/2025	\$500.00	5A0611130, 5A0611128
19932	9/24/2025	\$50.00	5A0611123
19933	9/24/2025	\$12.50	5A0552311
19934	9/24/2025	\$87.50	5A0552309
19935	9/24/2025	\$125.00	5A0542586
19936	9/24/2025	\$25.00	5A0480630
19938	9/24/2025	\$175.00	5A0480633
19939	9/24/2025	\$12.50	5A0429477
19940	9/24/2025	\$125.00	5A0373943
19941	9/24/2025	\$125.00	5A0373939
19942	9/24/2025	\$50.00	5A0373918, 5A0373919
19943	9/24/2025	\$125.00	5A0373904
19944	9/24/2025	\$25.00	5A0373897
19945	9/24/2025	\$37.50	5A0347966
19947	9/24/2025	\$275.00	5A0091874
19948	9/24/2025	\$12.50	5A0069870, 5A0069871
19949	9/24/2025	\$12.50	5A0069868
19950	9/24/2025	\$250.00	5A0032275
19951	9/24/2025	\$125.00	5A0032268
19952	9/24/2025	\$150.00	5A0032265
19953	9/24/2025	\$100.00	4A0874010
19954	9/24/2025	\$25.00	4A0730153
19955	9/24/2025	\$75.00	4A0730134
19956	9/24/2025	\$100.00	4A0730129, 4A0730131
19957	9/24/2025	\$50.00	4A0487458
19960	9/24/2025	\$100.00	4A0049978

- October 2025 1st Council Meeting

Reference	Date	Amount	Notes
19961	9/24/2025	\$50.00	3A0524279
19962	9/24/2025	\$12.50	2A0100858
19964	9/24/2025	\$1,500.00	Pass Thru Breen
19966	9/24/2025	\$450.00	Lewis 3A0711646
19968	9/24/2025	\$3,525.00	Pass thru Rognlin/Napavine Investor
19969	9/24/2025	\$25.00	Lewis 3A0330791
19972	9/24/2025	\$3,250.00	General Prosecution File
Reference Number: 40031	Capital Business Machines	\$318.70	
INV290285	10/7/2025	\$166.68	2025*9/1-9/30 PD/Court 50%
INV290286	10/7/2025	\$152.02	2025*9/1-9/30
Reference Number: 40032	City of Chehalis	\$18,763.00	
2025 Oct*RWWT	10/9/2025	\$18,763.00	2025*10 Monthly Sewer Treatment Costs
Reference Number: 40033	City of Napavine	\$5,529.22	
2025*Aug Sept Triangle 1096.5	10/9/2025	\$434.76	2025*Aug Sept Triangle 1096.5
2025*Aug/Sept City Hall 1096.0	10/9/2025	\$301.36	2025*Aug/Sept City Hall 1096.0
2025*Aug/Sept Mayme 1711.0	10/9/2025	\$1,956.86	2025*Aug/Sept Mayme 1711.0
2025*Aug/Sept Mayme Irrigation3370.0	10/9/2025	\$436.24	2025*Aug/Sept Mayme Irrigation
2025*Oct police services	10/9/2025	\$2,400.00	2025*Oct police services
Reference Number: 40034	CivicPlus LLC	\$3,110.71	
344276	10/1/2025	\$1,024.39	online code hosting 10/1/25-9/30/26
345448	10/1/2025	\$2,086.32	Full service supplementatio subscription 10
Reference Number: 40035	Confederated Tribes of The Cheh	\$550.00	
9818	8/31/2025	\$550.00	6 days/2 booking fees
Reference Number: 40036	Consort North America, Inc	\$33,715.81	
D240918WA.00-9	9/26/2025	\$33,715.81	RUSH RD

- October 2025 1st Council Meeting

Reference	Date	Amount	Notes
Reference Number: 40037	CT Publishing LLC dba The Chro	\$229.50	
30194	9/11/2025	\$225.00	Ad for lateral officer
3042883	9/24/2025	\$4.50	The Chronicle ORD 672 Rognlin
Reference Number: 40038	Dept Labor & Industries	\$33.80	
392921	9/22/2025	\$33.80	LNI Boiler Vessel HW Heater 2025
Reference Number: 40039	Duane Elwood	\$185.00	
2025 Oct LEOFF I Medicare B	10/9/2025	\$185.00	2025*10 Medical Insurance Premium Part
Reference Number: 40040	Employment Security Dept.	\$25.00	
2025*Q2 Emp Sec	10/9/2025	\$25.00	2025*Q2 Emp Sec
Reference Number: 40041	Ferrellgas	\$162.15	
5009626155	9/25/2025	\$162.15	City Hall Propane Tank Rental 9/17/2025-9/25/2025
Reference Number: 40042	Goods Quarry	\$349.16	
179373	9/22/2025	\$175.14	23.46 ton 5/8"-
179378	9/22/2025	\$174.02	23.38 ton 5/8"-
Reference Number: 40043	Jackson Civil Engineering LLC	\$6,156.00	
0016-29-09	9/22/2025	\$3,901.50	Development Pass-Through Fees Tiger M
0016-37-02	9/22/2025	\$495.00	Development Pass-Through Fees Creeksid
0016-42-01	9/22/2025	\$1,039.50	Development Pass-Through Fees Napavin
0016-44-01	9/22/2025	\$720.00	Development Pass-Through Fees NW Grir
Reference Number: 40044	Jacob Clark- Attorney at Law	\$33,225.00	
2024/2025 Indigent defense	10/9/2025	\$33,225.00	2024/2025*Indigent 110.75 units
Reference Number: 40045	Joseph O. Enbody	\$1,200.00	
292143	9/21/2025	\$1,200.00	2025*Sept 4 units

- October 2025 1st Council Meeting

Reference	Date	Amount	Notes
Reference Number: 40046	Judicial Conference Registrar -A	\$40.00	
2025 CLJ - Line Staff Program	10/9/2025	\$40.00	2025 CLJ - Line Staff Program
Reference Number: 40047	LCSO-Corrections Bureau	\$1,707.97	
2025* Q3 Warrants	10/9/2025	\$360.00	2025*Q3 18 warrants
2025*Sept Prisoner care	10/9/2025	\$1,347.97	2025 - #13 beds days
Reference Number: 40048	LECO Supply, Inc	\$99.58	
236406	9/25/2025	\$99.58	T-Paper
Reference Number: 40049	Lewis County Auditor	\$613.00	
25-10360	9/24/2025	\$613.00	Ord filing RognIn termination
Reference Number: 40050	Lewis County Public Health Depa	\$520.00	
11473	10/2/2025	\$520.00	8 water samples
Reference Number: 40051	Lewis County PUD	\$4,943.81	
104755002*2025 Oct	9/23/2025	\$34.39	8/16-9/16 E Park St
104755003*2025 Oct	9/23/2025	\$32.76	8/17-9/16 305 2ND Ave NE "Triangle"
104755004*2025 Oct	9/23/2025	\$60.71	8/17-9/16 Washington & 2ND ST SE Light
104755005*2025 Oct	9/23/2025	\$42.05	8/17-9/16 207 W Washington ST/Ball Park
104755006*2025 Oct	9/23/2025	\$51.89	8/17-9/16 Linhart Ave Lights
104755007*2025 Oct	9/23/2025	\$40.74	8/16-9/16 Pedestrian Overpass/2nd Ave N
104755008*2025 Oct	9/23/2025	\$58.69	8/16-9/16 113 2ND Ave SE
104755009*2025 Oct	9/23/2025	\$45.54	8/17-9/16 207 W Washington ST/Park Cor
104755010*2025 Oct	9/30/2025	\$33.37	8/24-9/23 191 Hamilton RD
104755011*2025 Oct	9/23/2025	\$39.58	8/16-9/16 Stadium Way ST Lights
104755012*2025 Oct	9/23/2025	\$47.62	8/17-9/16 Washington Birch ST Signal
104755014*2025 Oct	9/23/2025	\$36.88	8/15-9/16 Washington ST Lighting
104755015*2025 Oct	9/23/2025	\$43.76	8/16-9/16 Camden Way Lights
104755016*2025 Oct	9/23/2025	\$39.25	8/17-9/16 Parkside Loop ST Lights
104755017*2025 Oct	9/23/2025	\$66.44	8/17-9/16 3rd Ave NW/Pump Station

- October 2025 1st Council Meeting

Reference	Date	Amount	Notes
104755018*2025 Oct	9/23/2025	\$1,058.44	8/22-9/23 Various Street Lights
104755019*2025 Oct	9/23/2025	\$55.37	8/16-9/16 Chieri CT Sewer Station
104755020*2025 Oct	9/23/2025	\$1,398.81	8/16-9/16 Birch - Well #5/Birch Ave SW Pl
104755021*2025 Oct	9/23/2025	\$129.23	8/17-9/16 Jefferson ST E Pump Station
104755022*2025 Oct	9/23/2025	\$203.43	8/15-9/16 Rush RD Pump -1168 Rush RD
104755023*2025 Oct	9/23/2025	\$32.76	8/17-9/16 Rowell ST E Pump - Well #3
104755024*2025 Oct	9/23/2025	\$80.69	8/17-9/16 Front ST E Pump - Well #2
104755025*2025 Oct	9/23/2025	\$185.99	8/17-9/16 207 W Washington - Pump
104755026*2025 Oct	9/23/2025	\$38.57	8/24-9/23 611 Koontz RD Light
115588001*2025 Oct	9/23/2025	\$55.45	8/17-9/16 Rathburn ST
115588002*2025 Oct	9/23/2025	\$44.23	8/16-9/16 4th & E Stella ST Light 250 W S
124227002*2025 Oct	9/30/2025	\$468.34	8/24-9/23 1206 Rush RD - Well #6/Treatm
124227003*2025 Oct	9/23/2025	\$274.31	8/17-9/16 407 Birch Ave SW
128323001*2025 Oct	9/23/2025	\$32.76	8/17-9/16 207 W Washington - Amphithea
128578001*2025 Oct	9/23/2025	\$42.59	8/24-9/23 Rush RD Light
128578002*2025 Oct	9/23/2025	\$35.48	8/24-9/23 173 Hamilton RD Lighting/Rush
128578003*2025 Oct	9/23/2025	\$38.06	8/16-9/16 307 Sommerville RD Light
128578004*2025 Oct	9/23/2025	\$43.60	8/16-9/16 518 7th Ave NW Security Lightin
128578005*2025 Oct	9/23/2025	\$52.03	8/17-9/16 555 2nd Ave NE Park Building
Reference Number: 40052	Lexipol, LLC	\$644.06	
INVPRA11257808	9/1/2025	\$644.06	6 Users Annual Fee
Reference Number: 40053	Mrs. Klean Janitorial	\$634.00	
INV-2587	10/1/2025	\$634.00	2025 Oct- Clean City Hall
Reference Number: 40054	Napavine Ace Hardware	\$235.73	
973436	9/3/2025	\$7.12	Spry Bottle BLU?GRY 12 oz
973446	9/3/2025	\$43.20	Mortar Mix 60# Quikrete
973469	9/3/2025	\$22.67	Plstc Bucket 5G WHT Ace/Wall Scraper 3'
973880	9/8/2025	\$7.56	Concrete Mix 60#Concrete
974080	9/10/2025	\$34.58	Tape Measure 25'

- October 2025 1st Council Meeting

Reference	Date	Amount Notes
974161	9/11/2025	\$27.39 HSE CLMP SS/Couple GALV 1" & 3/4"
974529	9/15/2025	\$13.11 ACE RSTP SPRY SATBLK 15oz
974706	9/17/2025	\$7.56 Arbor ADAPTR Nuts 2PK
974766	9/18/2025	\$3.23 Magnifying Glass
974855	9/19/2025	\$9.28 QCK LNK STL 1760# 5/16" /Quick LNK ST
974867	9/19/2025	\$24.84 Contractor Bag 55G 15PK/SOS Scrubber I
975852	9/29/2025	\$11.88 Door Viewer 200 BB
975929	9/30/2025	\$23.31 Grind Wheel 4 5X1/4X5/8 Metal Cutoff DSI
Reference Number: 40055	Pete Hinton	\$65.00
2025*09/04 Interpreter	10/9/2025	\$65.00 2025*09/04 Interpreter
Reference Number: 40056	Pointe Pest Control	\$269.75
3684703	9/12/2025	\$269.75 Pest Control Qrtly
Reference Number: 40057	Quill Corporation	\$757.03
45828289	10/9/2025	\$647.86 P towels/ink/date stamp etc
45831596	9/18/2025	\$109.17 black toner
Reference Number: 40058	Sarah Berry c/o Duane Elwood	\$260.00
2025*Oct LEOFF 1 Medical	10/9/2025	\$260.00 2025*Oct LEOFF 1 Medical
Reference Number: 40059	Toledotel	\$351.27
10096811	10/1/2025	\$351.27 2025 VOIP Oct 1-31
Reference Number: 40060	Transient Vendor	\$0.53
2025*Oct 1545.0 refund	10/9/2025	\$0.53 Refund Overpayment Hutchinson
Reference Number: 40061	Transient Vendor	\$63.80
2025*Oct 2586.1 refund	10/9/2025	\$63.80 Refund Overpayment Anderson
Reference Number: 40062	Transient Vendor	\$29.07

- October 2025 1st Council Meeting

Reference	Date	Amount	Notes
2025*Oct 3141.0 refund	10/9/2025	\$29.07	Refund Overpayment Scott Peterson
Reference Number: 40063	Transient Vendor	\$82.76	
2025*Oct 3255.0 refund	10/9/2025	\$82.76	Refund Overpayment Gonzalez
Reference Number: 40064	Transient Vendor	\$115.22	
2025*Oct 3344.0 refund	10/9/2025	\$115.22	Refund Overpayment Kelly
Reference Number: 40065	US Bank NA Cincinnati	\$40.00	
2025*09 Bond Fee	10/9/2025	\$40.00	2025 - 09 Bond Fee
Reference Number: 40066	US Cellular	\$1,377.11	
0755911890	9/12/2025	\$249.97	9/12-10/11 PW
0755918233	9/12/2025	\$1,078.85	9/12-10/11 PD/Court/PW
0757608426	9/20/2025	\$48.29	9/20-10/19 Treasurer
Reference Number: 40067	Utilities Underground Location C	\$10.80	
5090199	9/30/2025	\$10.80	2025 09 2 locates
Reference Number: 40068	Vision Municipal Solution	\$900.82	
09-16490	9/30/2025	\$900.82	769 Utility statements Oct
Reference Number: 40069	WA Dept of Transportation	\$2,566.15	
FB91458003261	9/30/2025	\$2,566.15	2025*Sept Fuel
Reference Number: 40070	Washington State Patrol	\$12.00	
I2601267	10/1/2025	\$12.00	Background Checks Flory
Reference Number: 40071	Zebra Computers	\$145.94	
25395	10/3/2025	\$145.94	PD upgrade laptop Wind 11
Reference Number: EFT*20251001	AFLAC Remittance Processing	\$919.57	

- October 2025 1st Council Meeting

Reference	Date	Amount	Notes
Aflac - 15736	9/17/2025	\$32.36	
Aflac - 15740	9/17/2025	\$60.71	
Aflac - 15744	9/17/2025	\$28.47	
Aflac - 15753	10/2/2025	\$32.37	
Aflac - 15758	10/2/2025	\$60.71	
Aflac - 15762	10/2/2025	\$28.47	
Aflac Disability - 15740	9/17/2025	\$47.84	
Aflac Disability - 15741	9/17/2025	\$63.44	
Aflac Disability - 15742	9/17/2025	\$68.54	
Aflac Disability - 15744	9/17/2025	\$62.73	
Aflac Disability - 15749	9/17/2025	\$95.68	
Aflac Disability - 15758	10/2/2025	\$47.84	
Aflac Disability - 15759	10/2/2025	\$63.44	
Aflac Disability - 15760	10/2/2025	\$68.55	
Aflac Disability - 15762	10/2/2025	\$62.74	
Aflac Disability - 15768	10/2/2025	\$95.68	
Reference Number: EFT*20251002	Vimly Benefit Solutions, Inc	\$2,124.26	
Medical/Dental - 15758	10/2/2025	\$1,036.38	
Medical/Dental - 15760	10/2/2025	\$1,087.88	
Reference Number: EFT*20251003	Washington Teamsters Welfare T	\$22,807.00	
Medical /Dental/Vision - 15751	10/2/2025	\$1,455.20	
Medical /Dental/Vision - 15752	10/2/2025	\$1,455.20	
Medical /Dental/Vision - 15753	10/2/2025	\$1,455.20	
Medical /Dental/Vision - 15754	10/2/2025	\$1,455.20	
Medical /Dental/Vision - 15755	10/2/2025	\$1,455.20	
Medical /Dental/Vision - 15757	10/2/2025	\$1,455.20	
Medical /Dental/Vision - 15758	10/2/2025	\$17.10	
Medical /Dental/Vision - 15759	10/2/2025	\$1,455.20	
Medical /Dental/Vision - 15760	10/2/2025	\$17.10	
Medical /Dental/Vision - 15761	10/2/2025	\$1,455.20	

- October 2025 1st Council Meeting

Reference	Date	Amount	Notes
Medical /Dental/Vision - 15762	10/2/2025	\$1,455.20	
Medical /Dental/Vision - 15764	10/2/2025	\$1,455.20	
Medical /Dental/Vision - 15765	10/2/2025	\$1,455.20	
Medical /Dental/Vision - 15767	10/2/2025	\$1,455.20	
Medical /Dental/Vision - 15768	10/2/2025	\$1,455.20	
Medical /Dental/Vision - 15769	10/2/2025	\$1,455.20	
Medical Dental Vision - 15734	9/17/2025	\$100.00	
Medical Dental Vision - 15735	9/17/2025	\$100.00	
Medical Dental Vision - 15736	9/17/2025	\$100.00	
Medical Dental Vision - 15737	9/17/2025	\$100.00	
Medical Dental Vision - 15738	9/17/2025	\$100.00	
Medical Dental Vision - 15739	9/17/2025	\$100.00	
Medical Dental Vision - 15744	9/17/2025	\$100.00	
Medical Dental Vision - 15745	9/17/2025	\$100.00	
Medical Dental Vision - 15746	9/17/2025	\$100.00	
Medical Dental Vision - 15748	9/17/2025	\$100.00	
Medical Dental Vision - 15749	9/17/2025	\$100.00	
Medical Dental Vision - 15750	9/17/2025	\$100.00	
Medical Dental Vision - 15751	10/2/2025	\$100.00	
Medical Dental Vision - 15752	10/2/2025	\$100.00	
Medical Dental Vision - 15753	10/2/2025	\$100.00	
Medical Dental Vision - 15754	10/2/2025	\$100.00	
Medical Dental Vision - 15755	10/2/2025	\$100.00	
Medical Dental Vision - 15757	10/2/2025	\$100.00	
Medical Dental Vision - 15762	10/2/2025	\$100.00	
Medical Dental Vision - 15764	10/2/2025	\$100.00	
Medical Dental Vision - 15765	10/2/2025	\$100.00	
Medical Dental Vision - 15767	10/2/2025	\$100.00	
Medical Dental Vision - 15768	10/2/2025	\$100.00	
Medical Dental Vision - 15769	10/2/2025	\$100.00	
Reference Number: EFT*20251004	Dept of Treasury Internal Revenue	\$10,628.38	

- October 2025 1st Council Meeting

Reference	Date	Amount	Notes
Federal Income Tax - 15751	10/2/2025	\$447.51	
Federal Income Tax - 15752	10/2/2025	\$214.29	
Federal Income Tax - 15753	10/2/2025	\$687.16	
Federal Income Tax - 15754	10/2/2025	\$556.99	
Federal Income Tax - 15755	10/2/2025	\$2,694.68	
Federal Income Tax - 15756	10/2/2025	\$0.00	
Federal Income Tax - 15757	10/2/2025	\$595.16	
Federal Income Tax - 15758	10/2/2025	\$361.93	
Federal Income Tax - 15759	10/2/2025	\$341.60	
Federal Income Tax - 15760	10/2/2025	\$512.88	
Federal Income Tax - 15761	10/2/2025	\$109.64	
Federal Income Tax - 15762	10/2/2025	\$421.11	
Federal Income Tax - 15763	10/2/2025	\$0.00	
Federal Income Tax - 15764	10/2/2025	\$168.21	
Federal Income Tax - 15765	10/2/2025	\$269.32	
Federal Income Tax - 15766	10/2/2025	\$0.00	
Federal Income Tax - 15767	10/2/2025	\$323.47	
Federal Income Tax - 15768	10/2/2025	\$789.08	
Federal Income Tax - 15769	10/2/2025	\$190.53	
Medicare - 15751	10/2/2025	\$48.78	
Medicare - 15751 (2)	10/2/2025	\$48.78	
Medicare - 15752	10/2/2025	\$47.03	
Medicare - 15752 (2)	10/2/2025	\$47.03	
Medicare - 15753	10/2/2025	\$69.81	
Medicare - 15753 (2)	10/2/2025	\$69.81	
Medicare - 15754	10/2/2025	\$55.99	
Medicare - 15754 (2)	10/2/2025	\$55.99	
Medicare - 15755	10/2/2025	\$170.97	
Medicare - 15755 (2)	10/2/2025	\$170.97	
Medicare - 15756	10/2/2025	\$14.50	
Medicare - 15756 (2)	10/2/2025	\$14.50	
Medicare - 15757	10/2/2025	\$59.96	

- October 2025 1st Council Meeting

Reference	Date	Amount	Notes
Medicare - 15757 (2)	10/2/2025	\$59.96	
Medicare - 15758	10/2/2025	\$55.03	
Medicare - 15758 (2)	10/2/2025	\$55.03	
Medicare - 15759	10/2/2025	\$41.44	
Medicare - 15759 (2)	10/2/2025	\$41.44	
Medicare - 15760	10/2/2025	\$55.99	
Medicare - 15760 (2)	10/2/2025	\$55.99	
Medicare - 15761	10/2/2025	\$35.22	
Medicare - 15761 (2)	10/2/2025	\$35.22	
Medicare - 15762	10/2/2025	\$49.63	
Medicare - 15762 (2)	10/2/2025	\$49.63	
Medicare - 15763 (2)	10/2/2025	\$0.00	
Medicare - 15764	10/2/2025	\$44.05	
Medicare - 15764 (2)	10/2/2025	\$44.05	
Medicare - 15765	10/2/2025	\$47.30	
Medicare - 15765 (2)	10/2/2025	\$47.30	
Medicare - 15766	10/2/2025	\$10.88	
Medicare - 15766 (2)	10/2/2025	\$10.88	
Medicare - 15767	10/2/2025	\$53.27	
Medicare - 15767 (2)	10/2/2025	\$53.27	
Medicare - 15768	10/2/2025	\$73.17	
Medicare - 15768 (2)	10/2/2025	\$73.17	
Medicare - 15769	10/2/2025	\$39.39	
Medicare - 15769 (2)	10/2/2025	\$39.39	
Social Security Tax - 15763 (2)	10/2/2025	\$0.00	
Reference Number: EFT*20251005	Nationwide Retirement Solutions	\$8,939.42	
Deferred Comp - 15735	9/17/2025	\$300.00	
Deferred Comp - 15736	9/17/2025	\$150.00	
Deferred Comp - 15738	9/17/2025	\$100.00	
Deferred Comp - 15739	9/17/2025	\$100.00	
Deferred Comp - 15740	9/17/2025	\$673.50	

- October 2025 1st Council Meeting

Reference	Date	Amount	Notes
Deferred Comp - 15741	9/17/2025	\$75.00	
Deferred Comp - 15742	9/17/2025	\$300.00	
Deferred Comp - 15743	9/17/2025	\$100.00	
Deferred Comp - 15744	9/17/2025	\$150.00	
Deferred Comp - 15745	9/17/2025	\$300.00	
Deferred Comp - 15746	9/17/2025	\$307.74	
Deferred Comp - 15749	9/17/2025	\$150.00	
Deferred Comp - 15750	9/17/2025	\$150.00	
Deferred Comp - 15752	10/2/2025	\$300.00	
Deferred Comp - 15753	10/2/2025	\$150.00	
Deferred Comp - 15755	10/2/2025	\$100.00	
Deferred Comp - 15757	10/2/2025	\$100.00	
Deferred Comp - 15758	10/2/2025	\$673.50	
Deferred Comp - 15759	10/2/2025	\$75.00	
Deferred Comp - 15760	10/2/2025	\$300.00	
Deferred Comp - 15761	10/2/2025	\$100.00	
Deferred Comp - 15762	10/2/2025	\$150.00	
Deferred Comp - 15764	10/2/2025	\$300.00	
Deferred Comp - 15765	10/2/2025	\$307.74	
Deferred Comp - 15768	10/2/2025	\$150.00	
Deferred Comp - 15769	10/2/2025	\$150.00	
Deferred Comp Match - 15752	10/2/2025	\$300.00	
Deferred Comp Match - 15753	10/2/2025	\$150.00	
Deferred Comp Match - 15755	10/2/2025	\$100.00	
Deferred Comp Match - 15757	10/2/2025	\$100.00	
Deferred Comp Match - 15758	10/2/2025	\$701.72	
Deferred Comp Match - 15759	10/2/2025	\$75.00	
Deferred Comp Match - 15760	10/2/2025	\$650.22	
Deferred Comp Match - 15761	10/2/2025	\$100.00	
Deferred Comp Match - 15762	10/2/2025	\$150.00	
Deferred Comp Match - 15764	10/2/2025	\$300.00	
Deferred Comp Match - 15765	10/2/2025	\$300.00	

- October 2025 1st Council Meeting

Reference	Date	Amount	Notes
Deferred Comp Match - 15768	10/2/2025	\$150.00	
Deferred Comp Match - 15769	10/2/2025	\$150.00	
Reference Number: EFT*20251006	Dept of Licensing Firearms Desk	\$18.00	
NV0000152 Purvis	9/18/2025	\$18.00	NV0000152 Purvis
Reference Number: EFT*20251007	Invoice Cloud Inc	\$245.75	
3636-2025_9	9/30/2025	\$245.75	2025*09 paperless bills
Reference Number: EFT*20251008	Napavine Investors	\$135,390.00	
2025*09 street improv	10/9/2025	\$135,390.00	Return Street improv deposit (Rognlin)
Reference Number: EFT*20251009	US Cellular	\$56.19	
0753513062	10/9/2025	\$56.19	9/2-10/1 Mayor
Reference Number: Sept 16-30, 2025	Payroll Vendor	\$47,419.37	
ACH Pay - 15751	10/2/2025	\$2,373.91	
ACH Pay - 15752	10/2/2025	\$2,317.50	
ACH Pay - 15753	10/2/2025	\$3,243.27	
ACH Pay - 15754	10/2/2025	\$2,703.87	
ACH Pay - 15755	10/2/2025	\$8,138.18	
ACH Pay - 15756	10/2/2025	\$972.48	
ACH Pay - 15757	10/2/2025	\$2,799.09	
ACH Pay - 15758	10/2/2025	\$2,335.99	
ACH Pay - 15759	10/2/2025	\$2,095.42	
ACH Pay - 15760	10/2/2025	\$2,621.52	
ACH Pay - 15761	10/2/2025	\$1,985.67	
ACH Pay - 15762	10/2/2025	\$2,319.77	
ACH Pay - 15764	10/2/2025	\$2,176.58	
ACH Pay - 15765	10/2/2025	\$2,269.84	
ACH Pay - 15766	10/2/2025	\$726.64	
ACH Pay - 15767	10/2/2025	\$2,904.08	

- October 2025 1st Council Meeting

Reference	Date	Amount	Notes
ACH Pay - 15768	10/2/2025	\$3,424.71	
ACH Pay - 15769	10/2/2025	\$2,010.85	
TOTAL		\$372,932.74	

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

Accounts Payable	41	164	143,165.80	40027-40071
Electronic Payments	4	4	135,709.94	EFT*20251006-09
Payroll Vendors	1	1	1,219.00	40026
Electronic Payroll	5	5	45,418.63	EFT*20251001-05
ACH Direct Deposit	17	17	47,419.37	Payroll 9/16-9/30 2025
Total Vouchers	68	191	\$372,932.74	

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

RESOLUTION NO. 2025-10-164
A RESOLUTION OF THE CITY OF NAPAINE, WA AUTHORIZING THE ADOPTION
OF THE LEWIS COUNTY HAZARD MITIGATION PLAN AND COMMUNITY
WILDFIRE PROTECTION PLAN

WHEREAS, all of Lewis County has exposure to natural hazards that increase the risk to life, property, environment and the County's economy; and

WHEREAS; proactive mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, the Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS; a coalition of Lewis County stakeholders with like planning objectives has been formed to pool resources and create consistent mitigation strategies to be implemented within each partner identified capabilities, within the Lewis County Planning Area; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW THEREFORE, BE IT RESOLVED THE CITY COUNCIL OF THE CITY OF NAPAINE, WA

Section 1. Plan Adopted. The City of Napavine adopts in its entirety, Volume 1 and the introduction, the annex, and the appendices of Volume 2 of the Lewis County Multi-Jurisdictional Hazard Mitigation Plan and Community Wildfire Protection Plan.

Will use the adopted and approved portions of the Lewis County HMP and CWPP to guide pre- and post-disaster mitigation of the hazards identified.

Will coordinate the strategies identified in the Lewis County HMP and CWPP with other planning programs and mechanisms under its jurisdictional authority.

Will continue its support of the Steering Committee and continue to participate in the Planning Partnership as described by the Lewis County HMP and CWPP.

Will help to promote and support the mitigation successes of all Lewis County HMP and CWPP Planning Partners.

Section 2. 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 3. Effective Date. This Resolution shall take effect immediately, or as otherwise provided by law.

Section 4. Corrections. 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 14th day of October, 2025.

Shawn O'Neill, Mayor

Attest:

Approved as to form:

Rachelle Denham, City Clerk

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

Approved Reading: 10/14/2025
Effective Date: 10/14/2025

BACKGROUND FOR ADOPTING RESOLUTION 2025-10-164:

Hazard Mitigation Planning for the Lewis County Planning Area

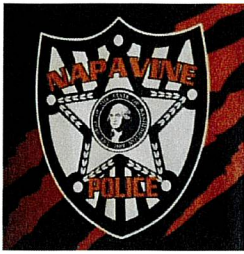
In March of 2022, a coalition of Lewis County planning partners embarked on a planning process to prepare for and lessen the impacts of specified natural hazards by updating the 2016 Lewis County Hazard Mitigation Plan.

The hazard mitigation plan addresses the following hazards considered to be of paramount importance within Lewis County: Avalanche, Dam or Levee Failure, Earthquake, Flood, Landslide, Severe Weather, Volcano, and Wildfire.

Lewis County Emergency Management secured funding to update the hazard mitigation plan and was the lead coordinating agency for this multi-jurisdictional effort. All participating local jurisdictions have been responsible for assisting in the development of the hazard and vulnerability assessments and the mitigation action strategies for their respective jurisdictions and organizations. The plan presents the accumulated information in a unified framework to ensure a comprehensive and coordinated plan covering all planning partners within the Lewis County Planning Area. Each jurisdiction has been responsible for the review and approval of their individual sections of the plan.

Community Wildfire Protection Plan for Lewis County

As part of the hazard mitigation planning process, fire protection professionals from Lewis County, the Bureau of Land Management, and the Department of Natural Resources met to discuss wildfire specific concerns and mitigation measures. Additional wildfire risk elements were added into the wildfire risk assessment chapter in Volume 1 along with a wildfire specific mitigation plan. The Department of Natural Resources approved the plan as a Community Wildfire Protection Plan on May 24, 2024.



NAPAVINE POLICE DEPARTMENT

COUNCIL 10/14/25 STAFF REPORT

- The monthly call totals for September are included in your packet.
- We have attached the flyer for this year's Trunk or Treat. If there is anyone interested in bringing their trunk for the event this year, please reach out to our department. The theme this year is 101 Dalmatians.

Napavine Police Department Monthly Call Activity Report

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

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

121

SEPTEMBER MONTHLY TOTAL

1103

YEAR TO DATE 2025
(As of the end of Sept 2025)



TRUNK & TREAT

Please join us at the Napavine Fire
Department

31 OCTOBER
5:30PM-7PM



Presented by: Napavine Police Dept., Fire Dist.5 and
the Lions Club.





To: Mayor and City Council
From: Bryan Morris, PW/CD Director
RE: Staff Report for Council Meeting, October 14th, 2025

- **Planning Commission Meeting Minutes**

- Signed Planning Commission Meeting Minutes – June 16, 2025 (included)
- Next Planning Commission meeting is October 20th, 2025.

- **Project Updates**

- Scots Industries — Water upgrade is complete. The foundation of the building has started. They have informed the city that they will pull all permits for the project this year.
- Cell tower on city property – Applicant is working with RCO to make sure the contract is following RCO guidelines.
- TA Project — Per the developer/developer contractor, they will submit a complete submittal. WSDOT and developers' engineers are working towards complete approval for the off-site roundabout.
- Rush Road STIP - The Public Works Director reviewed the 60% plan and requested some changes.
- Woodard Road (Tiger Meadows) - City is waiting for developers to submit final plans, including lift station dedication 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. The city has submitted grant applications to the state. DOH will start processing contract documents 10/06/2025, which can take up to 2 months. The suggested project end date is 09/30/2026.
- Mayme Park Irrigation and Baseball Field Lighting – The quote for the irrigation of Mayme Shaddock Park and the two ball fields at Washington Park is \$37,125. The city is working on the scope, design and estimate for the baseball fields lights to be switched to LED for a grant application.



NAPAVINE PLANNING COMMISSION MINUTES
June 16, 2025 6:00 P.M.
Napavine City Hall, 407 Birch Ave SW, Napavine, WA

PLEDGE OF ALLEGIANCE:

INVOCATION: Invocation was led by **Director Morris**.

CALL TO ORDER:

Commissioner Graham opened the Planning Commission meeting to order at 6:00 PM

ROLL CALL:

Planning Commission present: **Commissioner Morris motioned to excuse Commissioner Torgerson, seconded by Commissioner Hollinger.**

APPROVAL OF AGENDA – As presented:

Commissioner Hollinger motioned to approve the agenda as presented, seconded by Commissioner Haberstroh. Vote on motion 3 ayes, 0 nay.

APPROVAL OF MINUTES:

Commissioner Haberstroh motioned to approve Public Hearing Minutes and regular meeting minutes from June 2, 2025, seconded by Commissioner Hollinger. Vote on motion 3 ayes and 0 nay.

Commissioner Haberstroh stated that the meeting went well, everyone between the citizens, developers, and school district was able to address concerns.

CITIZEN COMMENT:

Tahliah McLernin – Is doing a health care class, needs content to write about. She wanted to know if anyone has anything or issues within the community, that would be great.

ADJOURNMENT 6:06 pm

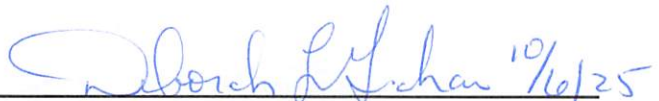
Commissioner Hollinger motioned to adjourn, seconded by **Commissioner Haberstroh. Vote 3 ayes, 0 nay.**

These minutes are not verbatim. If so desired, a recording of this meeting is available online at <https://fccdl.in/KZ0Sw7rFln>

Respectfully submitted,



Bryan Morris, Community Development/Public Works Director



Planning Commission Chairperson



Clerk's Office
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Phone: (360) 262-3547
www.cityofnapavine.com

To: Mayor and City Council

From: Rachelle Denham, City Clerk

RE: Clerk's Report for Council Meeting, October 14, 2025

Utility Billing Information

- ✓ October Bill Posting - City billed out a total of \$261,093.88
 - ✓ Receipted YTD \$1,009,615.71
 - ✓ Total of 330 badger meters in the ground, up 4 since last reporting.
 - ✓ 53 EyeOnWater app users, up 1 from last reporting.
 - ✓ Senior Discount Renewals received for 2025 are 20 (water/sewer) **up 1 since last reporting**
 - ✓ Temp Non-Use Renewals received for 2025 (sewer 22/water 31) **down since last reporting**
 - ✓ 2025 Dog License renewals 144 up from 136 at last reporting.
 - ✓ 1 Park Reservation for October (no other reservations scheduled for balance of the year)
 - ✓ YTD total PAID park reservations 26, total collected \$1,500.
 - ✓ 23 Total YTD Full Move-In/Move-Outs – 3 escrows pending – pending escrows estimated to close by November 3rd.
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