



# City of Raymond

WASHINGTON

## **CITY COUNCIL AGENDA**

**Meeting:** Monday, May 15<sup>th</sup>, 2023, at 6:00 PM  
**Location:** City Hall Council Chambers  
**ZOOM LINK:** <https://us02web.zoom.us/j/5780540411>

Meeting ID: 578 054 0411  
One tap mobile 1-253-215-8782, 2590939124# US (Tacoma)

*If you would like to be added to our "Speakers List" your request must be received by 4:00 pm on May 15<sup>th</sup>, 2023. Your request must include the following: meeting date, your first and last name, city of residence, agenda item(s) that you would like to provide comment on, and the telephone number you will be calling from. Please email this information to [clerk@cityofraymond.com](mailto:clerk@cityofraymond.com). \*Please note that the information you provide may be subject to disclosure pursuant to Washington State's Public Record Act, chapter 42.56 RCW.*

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL AND DETERMINATION OF A QUORUM**
4. **APPROVAL OF AGENDA, CONSENT AGENDA, AND THE MINUTES OF MAY 1<sup>st</sup>, 2023, REGULAR COUNCIL MEETING**
5. **CORRESPONDENCE**
6. **ITEMS FROM THE PUBLIC**
7. **DEPARTMENT HEAD REPORTS**
  - a. Fire Chief Bill Didion
  - b. Police Chief Pat Matlock
  - c. Public Works Director Eric Weiberg
  - d. Clerk- Treasurer Kayla MacIntosh
8. **MAYOR'S REPORT**
9. **PUBLIC COMMENT ON CURRENT AGENDA ITEMS**
10. **COUNCIL COMMENTS**
11. **FUTURE AGENDA TOPICS**
12. **ADJOURNMENT**

### **Next Regular Scheduled Council Meeting**

*MONDAY, JUNE 5<sup>th</sup>, 2023, at 6:00 PM*

*The City of Raymond provides access and services to all members of the public. Please notify City Hall at least 48 hours prior to an event if reasonable accommodations are needed.*



**RAYMOND CITY COUNCIL MEETING**

**MAY 15<sup>th</sup>, 2023**

**CONSENT AGENDA**

**APPROVAL OF CLAIMS**

**CLAIMS #71659 THROUGH #71746**

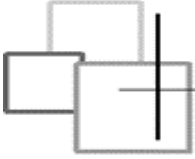
**\$149,520.05**

**PAYROLL # THROUGH #  
(Direct Deposit Included)  
*NONE THIS COUNCIL PERIOD***

**\$0.00**

**EFT/DEBIT (April)**

**\$21,050.99**



# A/P Check Register

Fiscal : 2023  
 Period : 2023 - May 2023  
 Council Date : 2023 - May 2023 - 2nd Council

Number	Vendor Name	Account Description	Amount	
71659	KHLEANG, CHHAM	Sewer Service Charges	\$2.55	CUSTOMER DEPOSIT REFUND
71660	MORALES CHAVEZ, SERAFIN	Sewer Service Charges	\$105.78	
		Sewer Utility Tax	\$7.82	
		Solid Waste-Service Charges	\$33.86	
		Water Sales	\$102.31	
		Water Utility Tax	\$10.23	CUSTOMER OVERPAYMENT REFUND
		Check Total:	\$260.00	
71670	Five Star	Police Dept Patrol Cars	\$56,017.07	POLICE CAR PURCHASE
71671	PREMERA BLUE CROSS	Call Fees	\$1,224.00	AMB OVERPAYMENT
71672	Cotiviti	Call Fees	\$663.60	AMB OVERPAYMENT
71698	OLSON BROS	Miscellaneous	\$2,625.00	THEATER ENTERTAINMENT FEE
71699	One Call Concepts, Inc.	Misc (Dues, Registrations etc)	\$3.96	
		Other Miscellaneous	\$3.96	
		Check Total:	\$7.92	WTP/WWTP NOTIFICATIONS
71700	PETROCARD INC.	Fuel	\$1,712.65	
		Fuel Consumed	\$4,157.53	
		Check Total:	\$5,870.18	ALL DEPT FUEL
71701	Platt	Operating Supplies	\$766.72	WWTP/WTP/PARKS SUPPLIES
71702	PUD #2 of Pac. Co.	P.u.d. Utilities	\$2,197.61	
		Pool Utilities	\$48.95	
		Public Market Utilities	\$85.86	
		Public Utilities	\$332.63	
		Public Utility Service	\$704.22	
		Seaport Utilities	\$315.89	
		Utilities	\$12,863.30	
		Utility Services	\$1,176.06	
		Visitor Center Utilities	\$68.90	
		Check Total:	\$17,793.42	ALL CITY PUD
71703	Quill Corporation	Office Supplies	\$140.93	
		Supplies	\$342.24	
		Check Total:	\$483.17	ALL DEPT SUPPLIES
71704	Raymond City Treasurer	Customer Deposits Refunded	\$342.90	CUSTOMER DEPOSITS

71705	Ricoh USA, Inc	Operating Rentals/leases	\$181.00	POLICE COPIER
71706	Ricoh USA, Inc	Operating Rentals/leases	\$10.02	
		Rentals & Leases	\$19.48	
			Check Total:	\$29.50 FIRE/POLICE COPIES
71707	Roberts, Dee	Training	\$236.71	
				PER DIEM FOR TRAINING
71708	Royal Heights Transfer	Biosolids Disposal	\$400.00	BIOSOLIDS FEE
		Lease Rental - Landfill	\$21,742.90	
			Check Total:	\$22,142.90 ALL CITY GARBAGE
71709	SOUND PUBLISHING	Professional Services	\$373.75	FF/AMB EMPLOYMENT ADS
71710	STERLING SURVEYING	Professional Services	\$1,390.00	
				CITY STREET SURVEYING
71711	Steve's Front End Inc.	Repair & Maintenance	\$133.76	
		Repairs & Maintenance (Inc. PW Roof, office, carport)	\$5,228.70	
			Check Total:	\$5,362.46 GARBAGE TRUCK REPAIRS
71712	Sunrise Pest Management	Professional Services	\$191.34	POLICE DEPT PEST CONTROL
71713	Sunset Air	Repair & Maintenance (including exterior paint)	\$1,632.95	
				LIBRARY REPAIRS
71714	THRIFTWAY ON THE WILLAPA	Distribution Supplies	\$11.26	
		Operating Supplies	\$33.84	
			Check Total:	\$45.10 WATER
71715	UniFirst	Laundry	\$1,003.68	
		Laundry Service	\$573.29	
		Misc (Dues, Registrations etc)	\$229.71	
		Miscellaneous	\$126.15	
			Check Total:	\$1,932.83 PW LAUNDRY SERVICE
71716	VAUGHN, JOVON	Training	\$28.82	
				PER DIEM FOR TRAINING
71717	Vision Municipal Solution	Professional Services	\$2,706.69	
				ALL DEPT MONITORING CONTRACT
71718	WA ST Dept of Natural Resource	Small Tools & Equipment	\$429.45	FIRE SUPPLIES
71719	WA ST DEPT OF TRANSPORTATION	Fuel Consumed	\$2,144.67	
				ALL DEPT FUEL
71720	WALTER E. NELSON CO. OF ASTORIA	Operating Supplies	\$57.30	PARKS SUPPLIES
71721	WASHINGTON STATE PATROL	Professional Services	\$53.00	BACKGROUND CHECKS
71722	ABERDEEN O. E.	Lease Rental - Landfill	\$22.24	
		Operating Rentals & Leases	\$22.24	
		Operating Rentals/Leases	\$44.47	
		Rentals & Leases	\$66.71	
			Check Total:	\$155.66 CH COPIER
71723	Aberdeen Office Equipment	Operating Leases/Rentals	\$23.00	
		Operating Rentals & Leases	\$66.23	
		Operating Rentals/leases	\$46.00	
		Operating Supplies	\$22.99	

		Rental Copier	\$22.99	
		Rentals & Leases	\$137.98	
		Salaries & Wages	\$23.00	
		Check Total:	\$342.19	CH/WTP COPIES
71724	ABILITY NETWORK INC.	Professional Services	\$172.70	AMB MEDICARE
71725	Airgas USA, LLC	Operating Supplies	\$17.71	
				AMB OXYGEN SUPPLIES
71726	APEX PERMITTING AND CONSULTING	COMP PLAN (CDBG) #21-62210-023	\$3,125.00	
		Shoreline Master Program (DOE)	\$200.00	
		Check Total:	\$3,325.00	PLANNING SERVICES
71727	Ashley Construction, Inc.	Repair & Maintenance( Inc. PW shop roof, office,carport and paving for Willapa Center alley)	\$291.87	
				INTAKE CLEANOUT
71728	BARNHART HOME CLEANING	Prof Services (Janitor)	\$1,470.00	LIBRARY CLEANING
71729	BEANS & ROCKS, LLC	Distribution Supplies	\$1,236.76	
		Operating Supplies	\$334.46	
		Check Total:	\$1,571.22	ALL DEPT GRAVEL SUPPLY
71730	Boggs, Arlie	Training	\$1,112.59	
				PER DIEM FOR TRAINING
71731	CenturyLink	Communications	\$95.47	
				PHONE/INTERNET WWTP
71732	COMCAST	Communications	\$412.81	ALL CITY PHONES
71733	CONNEXIX	Professional Services	\$994.00	WWTP SERVER RESEARCH
71734	Culligan	Operating Leases/Rentals	\$23.35	
		Operating Rentals & Leases	\$23.35	
		Operating Rentals/leases	\$71.84	
		Rentals & Leases	\$48.65	
		Check Total:	\$167.19	ALL DEPT WATER SUPPLIES
71735	FLEMETIS, CYDNEY	Customer Deposits Refunded	\$7.10	CUSTOMER DEPOSIT REFUND
71736	Dilk Tire Service	Repair & Maintenance	\$22.00	FIRE FLAT REPAIR
71737	Edge Analytical, Inc.	Lab Tests	\$157.00	WTP TESTING
71738	Ferrellgas	Fuel	\$2,594.48	
		Fuel Consumed	\$974.77	
		Check Total:	\$3,569.25	ALL DEPT PROPANE
71739	GARCIA, AIYSHA	Professional Services	\$136.00	CDL REIMBURSEMENT
71740	Gerow, Jon	Personnel Benefits	\$59.44	UNIFORM BENEFITS
71741	H.D. Fowler Co.	Distribution Supplies	\$5,247.80	
		Operating Supplies	\$690.87	
		Check Total:	\$5,938.67	WTP/WWTP SUPPLIES
71742	HELMETS R US	Small Tools & Equipment	\$496.29	BICYLCE HELMETS
71743	JOEL PENOYAR ATTORNEY AT LAW	Code Enforcement	\$110.00	ABATEMENT FEES
71744	JWS ELEVATOR	Pool Repair/Maint	\$1,891.75	
		Prof Services (Janitor)	\$1,729.60	

Check Total: \$3,621.35 POOL/LIBRARY ANNUAL

ELEVATOR  
MAINTENANCE

71745 Lemay Mobile Shredding

Professional Services

\$38.00 SHREDDING SERVICE

71746 Maneman Electric

Repair & Maintenance( Inc. PW shop roof,  
office,carport and paving for Willapa Center  
alley)

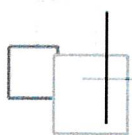
\$241.54

PUMP REPAIRS

**Grand Total**

**\$149,520.05**

**Total Accounts Payable for Checks #71659 Through #71746**



# Register Activity

Fiscal: 2023  
 Period: 2023 - April 2023  
 Council Date: 2023 - April 2023 - Open Period

Reference	Date	Amount	Notes
<b>Reference Number: DOR EXCISE APRIL 2023</b>	<b>WA ST Dept of Revenue</b>	<b>\$13,585.97</b>	
DOR EXCISE TAX APRIL 2023	4/6/2023	\$13,585.97	
<b>Reference Number: INVOICE CLOUD MONTHLY SERVICE FEES APRIL 2023</b>	<b>ICLOUD</b>	<b>\$288.90</b>	
INVOICE CLOUD MONTHLY SERVICE FEE APRIL 2023	4/7/2023	\$288.90	
<b>Reference Number: MASTERCARD APRIL 2023</b>	<b>MASTERCARD C/O FIRST INTERSTATE BANK</b>	<b>\$3,644.42</b>	
MASTERCARD APRIL 2023	4/21/2023	\$3,644.42	
<b>Reference Number: PITNEY BOWES POSTAGE APRIL 2023</b>	<b>Pitney Bowes</b>	<b>\$1,000.00</b>	
PITNEY BOWES POSTAGE APRIL 2023	4/17/2023	\$1,000.00	
<b>Reference Number: POLICE CAR LOAN #2 APRIL 2023</b>	<b>Bank of the Pacific</b>	<b>\$859.22</b>	
POLICE CAR LOAN #2 APRIL 2023	4/10/2023	\$859.22	
<b>Reference Number: POLICE CAR LOAN #3 APRIL 2023</b>	<b>Bank of the Pacific</b>	<b>\$924.67</b>	
POLICE CAR LOAN #3 APRIL 2023	4/19/2023	\$924.67	
<b>Reference Number: POLICE CAR LOAN #4 APRIL 2023</b>	<b>Bank of the Pacific</b>	<b>\$747.81</b>	
POLICE CAR LOAN #4 APRIL 2023	4/10/2023	\$747.81	

\$21,050.99





**COUNCIL PROCEEDINGS**

**May 1<sup>st</sup>, 2023**

**CALL TO ORDER**

The council meeting was called to order at 6:00 p.m. by Mayor Roberts. Roll was taken and the meeting was quorate.

**Council Members present:**

Karen Tully  
Heidi Worlton  
Chris Halpin  
Tony Nordin  
W. Ian Farrell  
Steve Jones  
Jovon Vaughn

**Council Members Absent:**

None

**Department Heads Present:**

Kayla MacIntosh, Clerk/Treasurer  
Bill Didion, Fire Chief  
Eric Weiberg, Public Works Director  
Pat Matlock, Chief of Police

**4. APPROVAL OF AGENDA, CONSENT AGENDA & MINUTES**

Councilor Jones moved to approve the amended agenda, amended consent agenda for tonight's meeting, as well as the minutes of April 17<sup>th</sup>, 2023, meeting. Motion carried. Motion passed unanimously.

**APPROVAL OF CLAIMS**

**CLAIMS #71610 THROUGH #71658**

**\$66,404.34**

**PAYROLL #71661 THROUGH #71669  
(Direct Deposit included)**

**\$149,251.10**

**5. CORRESPONDENCE**

A letter from the Department of Ecology awarding the city's wastewater treatment plant outstanding performance for 2022.



## **6. ITEMS FROM THE PUBLIC**

Citizen Craig Spredeman announced he is searching and available to train a replacement for the someone to run the theatre lighting.

## **7. SOW #2 AMENDMENT TO THE DREDGING CONTRACT**

Councilor Worlton moved to approve the amended contract as presented. Motion carried. After a brief discussion, motion passed unanimously.

## **8. PARAMEDIC TRAINING PROGRAM**

Councilor Worlton moved to approve the paramedic training program as presented. Motion carried. Motion passed unanimously.

## **9. RESOLUTION #2023-02- A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RAYMOND, WASHINGTON, SCHEDULING A PUBLIC HEARING TO ACCEPT COMMENT ON THE VACATION OF A PORTION OF THE ALLEY IN BLOCK 22 OF THE SIXTH ADDITION TO RAYMOND, PACIFIC COUNTY, WASHINGTON**

Councilor Farrell moved to approve Resolution #2023-02. Motion carried. Motion passed unanimously.

## **10. TOVANI HART PRELIMINARY PROGRAMMING CONTRACT**

Councilor Worlton moved to approve the preliminary architectural design contract. Motion carried. Motion passed unanimously.

## **11. ORDINANCE #1921 AN ORDINANCE OF THE CITY OF RAYMOND, WASHINGTON, AMENDING SECTION 2.50.010 OF THE MUNICIPAL CODE RELATING TO LEGAL HOLIDAYS- *Second Reading***

Councilor Tully moved to approve ordinance #1921. Motion carried. Motion passed unanimously.

## **12. ORDINANCE #1922 AN ORDINANCE OF THE CITY OF RAYMOND, WASHINGTON, ESTABLISHING PROCEDURES TO FILL VACANCIES WITHIN ELECTIVE OFFICES OF THE CITY- *Second Reading***

Councilor Tully moved to approve ordinance #1922. Motion carried. Motion passed unanimously.

## **13. DEPARTMENT HEAD REPORTS**

- Fire Chief, Bill Didion, provided a staff introduction and thanked the council for approving the paramedic program training program. He also advised the fire department would be picking up the new ambulance 5/2/23 and discussed an important fire call from the previous weekend.
- Police Chief, Pat Matlock, provided staff introductions as well as a staff update for Officer Marthaller, who will be completing FTO very soon. He advised the council of several grant fundings received as well as the RPD rejoining the traffic safety committee. Chief Matlock also discussed some of the local issues that his department is addressing and working on.
- Public Works Director, provided and water tank and comp plan update, advised council that the new kayak dock was delivered and installed and informed council that they are actively looking for funding to correct and repair the WWTP settling issues.
- Clerk/ Treasurer, Kayla MacIntosh, provided a general update on several items at city hall including civil service testing, the annual report, Cyber Security and IT, and the new payroll portal. She is working on all these projects and plans to complete them after her return from maternity leave August 7<sup>th</sup>, 2023.

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**14. MAYOR'S REPORT**

Mayor Roberts advised that she would be attending the Labor Relations conference in Yakima. She provided registration information to council about the upcoming AWC conference and advised that City Hall will be closed Thursday May 11<sup>th</sup> for a few hours for active shooter training.

**15. PUBLIC COMMENT ON CURRENT AGENDA ITEMS**

There was none.

**16. COUNCIL COMMENTS**

- Councilor Farrell discussed code enforcement.

**16. FUTURE AGENDA TOPICS**

There were none.

**17. EXECUTIVE SESSION**

Prior to adjourning to executive session, Mayor Roberts advised no decision would be made. Mayor Roberts called the executive session to order at 6:41PM with an approximate return time of 7:01PM for the purpose of considering the selection of a site or the acquisition of real estate by lease or purchase.

Mayor Roberts, Councilors Halpin, Worlton, Farrell, Nordin, Jones, Tully, and Vaughn, Fire Chief Didion, Police Chief Matlock, Public Works Director Weiberg, and Clerk-Treasurer MacIntosh were in attendance.

Mayor Roberts reconvened the meeting at 7:03PM.

**18. ADJOURNMENT:**

With no further business to discuss and no objections, the meeting was adjourned by Mayor Roberts at 7:03PM.

**ATTEST:**

\_\_\_\_\_  
Kayla MacIntosh, Clerk/ Treasurer

\_\_\_\_\_  
Dee Roberts, Mayor