



City of Raymond

WASHINGTON

CITY COUNCIL AGENDA

Meeting: Monday September 16th, 2024, at 6:00 PM
Location: City Hall Council Chambers
WEBINAR LINK: <https://us02web.zoom.us/j/82696288741>

If you would like to be added to our "Speakers List" your request must be received by 4:00 pm on September 16th, 2024. 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. For a list of public meeting guidelines please visit the following link [PUBLIC-COMMENT.pdf \(cityofraymond.com\)](#)

**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, THE MINUTES OF SEPTEMBER 3RD, 2024, REGULAR COUNCIL MEETING, AND THE MEETING MINUTES OF SEPTMEBER 9TH, 2024 SPECIAL MEETING**
5. **CORRESPONDENCE**
 - a. **Thank You Card- Lilly (Eastern Garden)**
6. **ITEMS FROM THE PUBLIC**
7. **ORDINANCE 1938: AN ORDINANCE OF THE CITY OF RAYMOND, WASHINGTON SETTING THE PROPERTY TAX LEVY FOR THE YEAR 2025 AS REQUIRED BY RCW 84.155.120- *Second Reading***
8. **DEPARTMENT HEAD REPORTS**
 - a. Fire Chief Bill Didion
 - b. Police Chief Pat Matlock
 - c. Public Works Director Eric Weiberg
 - d. Clerk- Treasurer Kayla MacIntosh
9. **MAYOR'S REPORT**
10. **PUBLIC COMMENT ON CURRENT AGENDA ITEMS**
11. **COUNCIL COMMENTS**
12. **FUTURE AGENDA TOPICS**
13. **ADJOURNMENT**

Next Regular Scheduled Council Meeting

Monday, October 7th, 2024, 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

SEPTEMBER 16th, 2024

CONSENT AGENDA

APPROVAL OF CLAIMS:

CLAIMS #73975- CLAIMS #74039

\$195,635.05

APPROVAL OF PAYROLL CLAIMS:

CLAIMS #73969-CLAIMS #73974

\$209,068.54

AUGUST EFT/ DEBIT

\$ 24,980.41

A/P Check Register

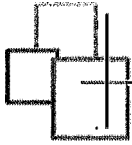
Fiscal: 2024

Period: 2024 - September 2024

Council Date: 2024 - September 2024 - 2nd Council

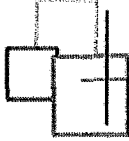
Number	Vendor Name	Account Description	Amount	
73975	911 SUPPLY	Operating Supplies	\$90.36	POLICE SUPPLIES
73976	ABERDEEN O. E.	Rentals & Leases	\$756.70	ALL DEPT COPIES
73977	Airgas USA, LLC	Operating Supplies	\$6.06	AMB SUPPLIES
73978	Association of WA Cities (AWC)	Operating Supplies	\$295.71	
		Water Operating Permits	\$49.29	
		Check Total:	\$345.00	ALL CITY AWC DUES
73979	BARNHART HOME CLEANING	Professional Services-Janitorial	\$1,860.00	LIBRARY CLEANING
73980	BEANS & ROCKS, LLC	Operating Supplies	\$1,228.65	PARKS GRAVEL
73981	Borden's Auto Parts	Distribution Supplies	\$82.85	
		Operating Supplies	\$568.13	
		Repair & Maintenance	\$424.12	
		Repair & Maintenance (inc. PW Shop Siding+ Annual Street Paving)	\$61.61	
		Repairs & Maintenance	\$496.59	
		Check Total:	\$1,633.30	ALL DEPT REPAIR AND MAINT.
73982	B-S Body Shop Inc.	Repairs & Maintenance	\$47.97	PARKS TRUCK REPAIR
73983	Bud's Lumber Supply	Distribution Supplies	\$8.03	
		Operating Supplies	\$32.12	
		Treatment Chemicals	\$619.63	
		Check Total:	\$659.78	ALL DEPT SUPPLIES
73984	CenturyLink	Communications	\$95.60	WATER/STREETS COMMUNICATIONS
73985	CINTAS FIRE 636525	Professional Services	\$353.77	ALL DEPT FIRST AID SUPPLIES
73986	Coast Controls & Automation, Inc.	Instrument Services	\$1,076.59	
		Instrumentation Services	\$802.54	
		Professional Services	\$589.69	
		Check Total:	\$2,468.82	WTP SERVICES
73987	COMCAST	Communications	\$404.17	ALL CITY INTERNET
73988	Correct Equipment	Distribution Supplies	\$464.18	WTP SUPPLIES
73989	Culligan	Rentals & Leases	\$149.08	ALL CITY WATER
73990	ADAMS, AMBER	Sewer Service Charges	\$209.38	CUSTOMER OVERPAYMENT REFUND
73991	MYERS, RIELLY	Customer Deposits Refunded	\$158.62	CUSTOMER DEPOSIT REFUND
73992	Dennis Company	Ambulance Building	\$97.31	
		Operating Supplies	\$1,388.75	
		Other Miscellaneous	\$123.90	
		Pool Supplies	\$100.74	
		Repairs & Maintenance	\$153.62	
		Treatment Chemicals	\$10.81	
		Check Total:	\$1,875.13	ALL CITY SUPPLIES
73993	Dilk Tire Service	Operating Supplies	\$71.59	AMB/FIRE REPAIRS
73994	Englund Marine & Industrial Supply	Distribution Supplies	\$872.26	
		Operating Supplies	\$2,892.21	
		Check Total:	\$3,764.47	ALL DEPT SUPPLIES
73995	Enviro-Clean Equip., Inc.	Distribution Supplies	\$192.56	
		Operating Supplies	\$1,155.38	
		Check Total:	\$1,347.94	ALL DEPT SUPPLIES
73996	ENVIRONMENTAL RESOURCE ASSOCIATES	Professional Services	\$313.72	WTP TESTING
73997	Ferrellgas	Fuel Consumed	\$85.48	PW FUEL
73998	Flannery Publications, Inc.	Communications	\$301.00	FIRE/LEGISLATIVE PUBLICATIONS
73999	H.D. Fowler Co.	Operating Supplies	\$4,320.92	ALL DEPT SUPPLIES
74000	Hach Company	Treatment Chemicals	\$52.71	WTP CHEMICALS
74001	Henry Schein, Inc.	Operating Supplies	\$687.67	AMB SUPPLIES
74002	K & L Supply Inc.	Operating Supplies	\$526.50	PARKS SUPPLIES
74003	LECO SUPPLY	Personnel Benefits	\$123.77	THEATER SUPPLIES
74004	Lochner	TIB Construction	\$92,268.90	TIB CONSTRUCTION
74005	MACINTOSH, KAYLA	Supplies	\$35.09	CITY HALL SUPPLIES
74006	Maneman Electric	Professional Services	\$327.31	THEATER MAINTENANCE

74007	Mansfield Alarm Company - Div. of Guardian Security Systems, Inc.	Professional Services	\$290.32	WWTP ALARM SERVICING
74008	NC Machinery Co	Repair & Maintenance	\$398.39	
		Repair & Maintenance (Inc. PW Shop Siding+ Annual Street Paving)	\$132.80	
		Repairs & Maintenance	\$265.59	
		Check Total:	\$796.78	ALL DEPT. REPAIR/MAINTENANCE
74009	Newman, Jordan	Personnel Benefits	\$20.00	AMB TRAVEL REIMB.
74010	NICHOLS, BRYCE	Personnel Benefits	\$20.00	AMB TRAVEL REIMB.
74011	One Call Concepts, Inc.	Professional Services	\$18.46	STREETS DUES
74012	PAPE KENWORTH	Distribution Supplies	\$8.24	
		Operating Supplies	\$32.99	
		Check Total:	\$41.23	ALL DEPT SUPPLIES
74013	PETROCARD INC.	Fuel Consumed	\$7,597.72	
		Miscellaneous	\$72.94	
		Check Total:	\$7,670.66	ALL CITY FUEL
74014	Platt	Ambulance Building	\$185.67	AMB SUPPLIES
74015	PUD #2 of Pac. Co.	Commercial St. Restrooms / Commercial	\$69.48	
		Property Utilities		
		Pool Utilities	\$1,814.35	
		Public Market Utilities	\$102.38	
		PUD Utilities	\$3,548.66	
		PUD Utilities	\$323.78	
		Seaport Utilities	\$90.31	
		Utilities	\$11,551.24	
		Utility Services	\$585.05	
		Check Total:	\$18,085.25	ALL CITY ELECTRIC
74016	Quill Corporation	Supplies	\$62.99	CITY HALL OFFICE SUPPLIES
74017	RACO	Professional Services	\$4,950.00	WWTP ALARMS
74018	Raymond City Treasurer	Customer Deposits Refunded	\$541.38	CUSTOMER DEPOSITS APPLIED
74019	Ricoh USA, Inc	Professional Services	\$421.20	
		Rentals & Leases	\$362.34	
		– Check Total:	\$783.54	PW/POLICE COPIES
74020	Ricoh USA, Inc	Rentals & Leases	\$30.67	POLICE COPIER
74021	ROCKETT, CHRISTOPHER K	Personnel Benefits	\$20.00	AMB TRAVEL REIMB.
74022	Royal Heights Transfer	Biosolids Disposal	\$200.00	
		Utility Service - Royal Heights	\$19,196.50	
		Check Total:	\$19,396.50	GARBAGE SERVICE
74023	Schwiesow, Brandon	Personnel Benefits	\$20.00	AMB TRAVEL REIMB.
74024	Sierra Santa Fe Corp	Repair & Maintenance (Inc. PW Shop Siding+ Annual Street Paving)	\$1,457.82	STREETS SUPPLIES
74025	Steve's Front End Inc.	Repair & Maintenance	\$930.86	AMB REPAIRS
74026	Sunrise Pest Management	Professional Services	\$337.58	CITY HALL PEST MANAGEMENT
74027	Sunset Air	Carriage Repair & Maintenance	\$183.89	CARRIAGE MUSEUM MAINT.
		Repair & Maintenance	\$398.98	POLICE MAINTENANCE
		Check Total:	\$582.87	
74028	SWARTZ, GENA	Professional Services	\$200.00	POLICE CLEANING
74029	THRIFTWAY ON THE WILLAPA	Distribution Supplies	\$13.98	
		Operating Supplies	\$55.85	
		Check Total:	\$69.81	ALL DEPT DRINKING WATER
74030	T-Mobile	Communications	\$1,441.64	POLICE COMMUNICATIONS
74031	USA Blue Book	Operating Supplies	\$151.44	WTP SUPPLIES
74032	VESTIS	Laundry	\$69.16	WWTP LAUNDRY
74033	Vision Municipal Solution	Training/Travel	\$525.00	W/S/G TRAINING
74034	WA ST Auditor's Office	Professional Services	\$13,894.25	ALL CITY AUDIT
74035	WA ST Dept of Ecology - Attn: Cashiering Unit	Operating Supplies	\$3,700.00	WTP DUES
74036	WA ST DEPT OF TRANSPORTATION	Fuel Consumed	\$2,117.18	FIRE/AMB FUEL
74037	WASHINGTON STATE PATROL	Rentals & Leases	\$13.25	PPOLICE BACKGROUND CHECKS
74038	WILLAPA MEDICAL CLINIC	Personnel Benefits	\$160.00	FIRE/AMB EMPLOYMENT MEDICAL SCREENING
74039	Willapa Printing	Theater Equipment	\$17.10	THEATER EQUIPMENT
	Grand Total		\$195,635.05	
	Total Accounts Payable for Checks #73975 Through #74039			



Register

Number	Name	Fiscal Description	Cleared	Amount
73969	Boggs, Arlie H.	2024 - September 2024 - 1st Council		\$2,670.28
73970	BPAS VEBA	2024 - September 2024 - 1st Council		\$1,895.80
73971	I.A.F.F. (GNWFCU)	2024 - September 2024 - 1st Council		\$899.64
73972	OREGON DEPT. OF JUSTICE	2024 - September 2024 - 1st Council		\$339.00
73973	WSCCCE	2024 - September 2024 - 1st Council		\$1,055.17
73974	WSCFF/DIMartino Associate	2024 - September 2024 - 1st Council		\$633.27
<u>AFLAC SEPTEMBER 1ST</u>	<u>AFLAC Remittance Processing</u>	<u>2024 - September 2024 - 1st Council</u>		<u>\$1,237.59</u>
<u>PAYROLL 2024</u>				
<u>DEF COMP SEPTEMBER</u>	<u>WA St Treasurer - Def Comp</u>	<u>2024 - September 2024 - 1st Council</u>		<u>\$4,710.00</u>
<u>1ST PAYROLL 2024</u>				
<u>IRS TAXES SEPTEMBER</u>	<u>Raymond City Treasurer- Taxes</u>	<u>2024 - September 2024 - 1st Council</u>		<u>\$34,492.76</u>
<u>1ST 2024</u>				
<u>NATIONWIDE</u>	<u>Nationwide Retirement Solutions</u>	<u>2024 - September 2024 - 1st Council</u>		<u>\$300.00</u>
<u>SEPTEMBER 1ST</u>				
<u>PAYROLL 2024</u>				
<u>NW ADMIN SEPTEMBER</u>	<u>Northwest Administrators</u>	<u>2024 - September 2024 - 1st Council</u>		<u>\$56,100.00</u>
<u>1ST PAYROLL 2024</u>				
<u>NWFFT SEPTEMBER</u>	<u>NORTHWEST FIRE FIGHTERS TRUST</u>	<u>2024 - September 2024 - 1st Council</u>		<u>\$14,697.34</u>
<u>1ST 2024</u>				
<u>SEPTEMBER 1ST</u>	<u>Payroll Vendor</u>	<u>2024 - September 2024 - 1st Council</u>		<u>\$89,978.09</u>
<u>PAYROLL 2024</u>				
<u>VMILY SEPTEMBER 1ST</u>	<u>Virily Benefit Solutions, Inc.</u>	<u>2024 - September 2024 - 1st Council</u>		<u>\$59.60</u>
<u>PAYROLL 2024</u>				
				\$209,068.54



Register Activity

Fiscal: 2024
Period: 2024 - August 2024
Council Date: 2024 - August 2024 - Open Period

Reference	Info	Amount	Notes
Reference Number: 2ND QTR	WA ST Dept of Revenue	\$274.72	
LEASEHOLD EXCISE TAX 2024			
<u>2ND QTR LEASEHOLD EXCISE TAX 2024</u>	8/1/2024	\$274.72	
Reference Number: DOR EXCISE TAX	WA ST Dept of Revenue	\$14,197.83	
AUG 2024			
<u>DOR EXCISE TAX AUG 2024</u>	8/27/2024	\$14,197.83	
Reference Number: ICLOUD FEES AUG	ICLOUD	\$324.70	
2024			
<u>ICLOUD FEES AUG 2024</u>	8/7/2024	\$324.70	
Reference Number: MASTERCARD AUG	MASTERCARD C/O FIRST INTERSTATE BANK	\$9,370.97	
2024			
<u>MASTERCARD AUGUST 2024</u>	8/21/2024	\$9,370.97	
Reference Number: Police Car Loan #4	Bank of the Pacific	\$747.81	
August 2024			
<u>Police Car Loan #4 August 2024</u>	8/10/2024	\$747.81	
Reference Number: POOL SQUARE FEES	SQUARE CAPITAL, LLC	\$64.38	
AUG 2024			
<u>SQUARE FEES AUG 2024</u>	8/5/2024	\$64.38	



City of Raymond

WASHINGTON

COUNCIL PROCEEDINGS

Tuesday September 3rd, 2024

CALL TO ORDER

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

COUNCIL MEMBERS PRESENT:

Heidi Worlton
Steven Jones
Karen Tully
Chris Halpin
Tony Nordin
Jason McVey
Jovon Vaughn (Zoom)

DEPARTMENT HEADS PRESENT:

Eric Weiberg, Public Works Director
Kayla MacIntosh, Clerk/ Treasurer
Bill Didion, Fire Chief

APPROVAL OF AGENDA, CONSENT AGENDA & MINUTES

Councilor Jones moved to approve the agenda, consent agenda for tonight's meeting, as well as the minutes of the August 19th, 2024, regular meeting. Motion carried. Motion passed unanimously.

PUBLIC HEARING: 2025 REVENUE AND PROPERTY TAX LEVY START @ 6:00PM

The public hearing was opened at 6:00PM and with no public participation was closed at 6:01PM.

PUBLIC HEARING: USDA RURAL DEVELOPMENT APPLICATION START @ 6:05PM

The public hearing was opened at 6:01PM and with no public participation was closed at 6:02PM.

CORRESPONDENCE:

None

ITEMS FROM THE PUBLIC:

None

2024 HISPANIC HERITAGE MONTH PROCLAMATION

Mayor Roberts read the 2024 Hispanic Heritage Month Proclamation allowed and proclaimed September 15th- October 15th, 2024, Hispanic Heritage Month.

ORDINANCE 1938: AN ORDINANCE OF THE CITY OF RAYMOND, WASHINGTON SETTING THE PROPERTY TAX LEVY FOR THE YEAR 2025 AS REQUIRED BY RCW 84.155.120- *First Reading*

Councilor Jones motioned to approve moving Ordinance 1938 to a second reading. Motion Carried. Motion passed unanimously.

RESOLUTION 2024-04: A RESOLUTION OF THE CITY OF RAYMOND, WASHINGTON, ADOPTING A POLICY AND PROCEDURE FOR THE DISPLAY OF FLAGS ON CITY PROPERTY -Action

Councilor McVey motioned to approve Resolution 2024-04. Motion carried. Motion passed with 6 ayes and 1 abstention.

DEPARTMENT HEAD REPORTS

- Fire Chief Bill Didion provided the council with a staffing update and advised that he has offered two positions, and they have accepted with tentative start dates of October 16th and November 1st.
- Public Works Director Eric Weiberg provided the council with updates for both the downtown ADA ramp and overlay projects.
- Clerk/Treasurer Kayla MacIntosh provided council with a brief update on the current ongoing audit, the 2025 budget as well as maternity leave succession plan.

MAYOR'S REPORT

Mayor Roberts provided the council with information regarding a USDA grant for the filling station at the fire hall, which was the reason for the public hearing. She also advised the council that she is working with USDA on an additional grant for an animal control center for Raymond and South bend out near the wastewater treatment facility, as the current in-home facility is no longer suitable for the city's needs. Mayor Roberts also provided an update regarding the American Legion/ WCDA project. She also advised that the WEYCO Thrive survey officially closed September 1st and she is eager to receive the results.

PUBLIC COMMENT ON CURRENT AGENDA ITEMS:

None

COUNCIL COMMENTS

- Councilors Jones and McVey discussed street paving issues that need correcting with PW director
- Councilor Tully discussed the blockade of Fowler Street for Halloween trick-or-treating again this year
- Councilor Vaughn discussed many upcoming events for the Chamber of Commerce and invited the council to attend as well as discussed holiday planned events. Councilor Jones also advised PW director that he had been in contact with the Conservation district regarding replacing the bridge at the Riverdale park.

FUTURE AGENDA TOPICS

None

ADJOURNMENT

With no further business to discuss and no objections, the meeting was adjourned by Mayor Roberts at 6:50PM.

ATTEST:

Kayla MacIntosh, Clerk/Treasurer

Dee Roberts, Mayor



City of Raymond

WASHINGTON

SPECIAL COUNCIL PROCEEDINGS-2025 BUDGET WORKSHOP

September 9th, 2024

CALL TO ORDER

The council meeting was called to order at 4:04 p.m. by Mayor Roberts. Roll was taken.

Council Members present:

Karen Tully
Chris Halpin
Jason McVey
Heidi Worlton
Jovon Vaughn

Council Members Absent:

Tony Nordin
Steve Jones

Department Heads Present:

Kayla MacIntosh, Clerk/Treasurer
Bill Didion, Fire Chief
Police Chief, Pat Matlack (Via phone)
Public Works Director, Eric Weiberg

BUDGET WORKSHOP 2025:

All discussion pertained to 2025 Budget.

ADJOURNMENT

The meeting was adjourned at 6:02 PM.

ATTEST:

Kayla MacIntosh, Clerk/Treasurer

Dee Roberts, Mayor

CITY OF RAYMOND, WASHINGTON

ORDINANCE NO. 1938

**AN ORDINANCE OF THE CITY OF RAYMOND SETTING THE
PROPERTY TAX LEVY FOR THE YEAR 2025 AS REQUIRED BY
RCW 84.55.120**

WHEREAS, the City of Raymond of Pacific County has met and considered its budget for the calendar year 2025; and

WHEREAS, the City of Raymond's actual levy amount from the previous year was \$536,523.00; and

WHEREAS, the population of the City of Raymond is less than 10,000.

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RAYMOND OF PACIFIC COUNTY, that an increase in the regular property tax levy is hereby authorized for the 2025 levy in the amount of \$5,365.00 which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

This Ordinance was **INTRODUCED** on the 3rd day of September 2024 and **PASSED** on this 16th day of September 2024 by the City Council of the City of Raymond, Washington by the following vote:

Ayes –

Noes –

Absent –

Dee Roberts, Mayor

Authenticated By:

Kayla MacIntosh, Clerk/Treasurer

Publish: 09/18/2024