



City of Raymond

WASHINGTON

CITY COUNCIL AGENDA

MEETING: Monday, March 17th, 2025, at 5:00 PM

LOCATION: City Hall Council Chambers

MEETING LINK: <https://us02web.zoom.us/j/5780540411?omn=81698502737>

PERSONAL MEETING ID: 578 054 0411

If you would like to be added to our "Speakers List" your request must be received by 4:00 pm on March 14th, 2025. 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, AND THE MINUTES OF MARCH 3RD, 2025, REGULAR COUNCIL MEETING**
5. **PUBLIC HEARING: CDBG GENERAL PURPOSE GRANT START @ 6:00PM**
6. **CORRESPONDENCE**
7. **ITEMS FROM THE PUBLIC**
8. **ROYAL HEIGHTS TRANSFER STATION 2025 MOU- *Action***
9. **DEPARTMENT HEAD REPORTS**
 - a. Fire Chief Bill Didion
 - b. Police Chief Pat Matlock
 - c. Public Works Director Eric Weiberg
 - d. Clerk-Treasurer Kayla MacIntosh
10. **MAYOR'S REPORT**
11. **PUBLIC COMMENT ON CURRENT AGENDA ITEMS**
12. **COUNCIL COMMENTS**
13. **FUTURE AGENDA TOPICS**
14. **ADJOURNMENT**

Next Regular Scheduled Council Meeting

Monday, April 7th, 2025, at 5:00 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

MARCH 17th, 2025

CONSENT AGENDA

APPROVAL OF CLAIMS:

CLAIMS #74809- CLAIMS #74873

\$159,915.91

APPROVAL OF PAYROLL CLAIMS:

CLAIMS #74812-CLAIMS #74816
(Direct Deposit included)

\$218,872.12

FEBRUARY EFT / DEBIT

\$26,960.47

A/P Check Register

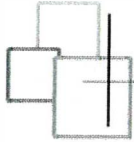
Fiscal : 2025

Period : 2025 - March 2025

Council Date : 2025 - March 2025 - 2nd Council

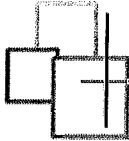
Number	Vendor Name	Account Description	Amount	
74809	WEIBERG, ERIC	Training/Travel	\$544.00	Building training conference per diem
74810	Roberts, Dee	Training/Travel	\$1,950.00	Reimb. For Labor Relations Institute Reg for all dept heads
74811	AWESOME CHEVROLET	Vehicles & Equipment	\$48,813.07	Public works new truck
74817	911 SUPPLY	Operating Supplies	\$589.36	Police uniforms
74818	Aberdeen Office Equipment	Operating Supplies	\$50.47	
		Professional Services	\$43.28	
		Rentals & Leases	\$555.27	
		Check Total:	\$649.02	All dept copies
74819	Airgas USA, LLC	Operating Supplies	\$41.29	Amb. supplies
74820	ALS GROUP USA, CORP.	Professional Services	\$170.00	WWTP testing
74821	BARNHART HOME CLEANING	Professional Services-Janitorial	\$1,380.00	Library cleaning
74822	Bayview Redi-Mix, Inc.	Operating Supplies	\$2,766.06	Strrets gravel and rock
74823	BEACH, RONALD	Operating Supplies	\$82.40	Amb supplies reimb.
74824	BEANS & ROCKS, LLC	Operating Supplies	\$3,511.49	Streets/parks rock and gravel
74825	Borden's Auto Parts	Operating Supplies	\$1,472.15	
		Repair & Maintenance	\$135.90	
		Repair & Maintenance (inc. PW Shop Siding+ Annual Street Paving)	\$37.86	
		Repairs & Maintenance	\$236.59	
		Check Total:	\$1,882.50	All city repair and maintenance
74826	BUELL RECREATION LLC	Operating Supplies	\$1,896.05	Parks playground equipment
74827	CenturyLink	Communications	\$95.60	Tom's cell phone
74828	CINTAS FIRE 636525	Operating Supplies	\$475.55	
		Repairs & Maintenance	\$23.87	
		Water Operating Permits	\$15.33	
		Check Total:	\$514.75	All dept. first aid kit restocking
74829	CMGEO OREGON LLC	Communications	\$171.75	Firefighter/paramedic exams
74830	Coast Controls & Automation, Inc.	Professional Services	\$573.46	WWTP reapirs
74831	Culligan	Rentals & Leases	\$94.58	City Hall-Fire/Amb. drinking water
74832	LANDRUM, MAKAYLA	Customer Deposits Refunded	\$56.34	Customer deposit refund
74833	REIDINGER, SEAN	Customer Deposits Refunded	\$92.36	Customer deposit refund
74834	Dennis Company	Apartment Remodel	\$125.75	
		Distribution Supplies	\$139.82	
		Office Supplies	\$201.83	
		Operating Supplies	\$2,212.42	
		Parks Personnel Benefits	\$15.97	
		Check Total:	\$2,695.79	All city supplies
74835	Dilk Tire Service	Repair & Maintenance	\$1,117.53	Police/Amb vehicle repairs
74836	Englund Marine & Industrial Supply	Distribution Supplies	\$278.13	
		Operating Supplies	\$1,249.64	
		Check Total:	\$1,527.77	All dept. operating supplies
74837	EUROFINS EMVIRONMENT TESTING NORTHWEST, LLC	Professional Services	\$35.00	Water-flouride analysis
74838	Ferrellgas	Fuel Consumed	\$4,232.18	All dept. propane
74839	G.H. EMS	Professional Services	\$132.00	Amb certifications
74840	G.H. Equipment Co.	Operating Supplies	\$229.91	Water supplies
74841	H.D. Fowler Co.	Distribution Supplies	\$6,175.14	Water distribution supplies
74842	Harrington Industrial	Operating Supplies	\$1,108.76	Water supplies
74843	Hatfield Communications	Professional Services	\$1,235.65	CH/Theater/Fire hall phone relocations
74844	Henry Schein, Inc.	Operating Supplies	\$2,470.70	Amb. Medical supplies
74845	HOPE'S PLUMBING	Professional Services	\$247.55	Theater plumbing
74846	INSLEE BEST DOEZIE & RYDER, P.S.	Abatement/Code Enforcement	\$2,897.70	Code enforcement legal advise
74847	K & L Supply Inc.	Operating Supplies	\$3,795.09	Sewer supplies
74848	Lemay Mobile Shredding	Professional Services	\$68.03	All city shred

74849	Lochner	TIB Engineering	\$8,459.83	TIB- Pedestrian improvements
74850	Mansfield Alarm Company - Div. of Guardian Security Systems, Inc.	Professional Services	\$301.94	
				WWTP alarm services
74851	MB INDUSTRIAL MOTORS, LLC	Professional Services	\$2,133.60	Water plant parts
74852	Newman, Jordan	Personnel Benefits	\$20.00	Transport reimbursement
74853	NO NO'S TOWS	Abatement/Code Enforcement	\$226.89	Code enforcement towing
74854	One Call Concepts, Inc.	Professional Services	\$9.94	Streets locates
74855	PETROCARD INC.	Fuel Consumed	\$5,718.55	All city fuel
74856	Platt	Operating Supplies	\$648.01	WWTP/Sewer operating supplies
74857	PUD #2 of Pac. Co.	Commercial St. Restrooms / Commercial Property Utilities	\$116.55	
		Pool Utilities	\$341.54	
		Public Market Utilities	\$89.36	
		PUD Utilities	\$4,397.22	
		PUD Utilities	\$583.12	
		Seaport Utilities	\$647.08	
		Utilities	\$14,460.56	
		Utility Services	\$1,731.43	
		Check Total:	\$22,366.86	All city electricity
74858	Quill Corporation	Supplies	\$116.83	City hall office supplies
74859	RANDY'S LANDSCAPING AND NURSERY	Repairs & Maintenance	\$324.00	CH landscaping
74860	Raymond City Treasurer	Customer Deposits Refunded	\$701.30	Water deposits applied
74861	RENAUD ELECTRIC POWER SYSTEMS	Repair & Maintenance	\$622.12	Police station generator maintenance
74862	Ricoh USA, Inc	Operating Supplies	\$363.51	
		Rentals & Leases	\$524.22	
		Water Operating Permits	\$60.59	
		Check Total:	\$948.32	All dept/Police copies
74863	Ricoh USA, Inc	Rentals & Leases	\$27.92	Fire/Amb. copies
74864	Royal Heights Transfer	Utility Service - Royal Heights	\$16,772.40	City garbage
74865	Schwiesow, Brandon	Personnel Benefits	\$20.00	Amb. Transport reimb.
74866	Steve's Front End Inc.	Professional Services	\$97.74	WWTP vehicle maintenance
74867	Sunset Air	Carriage Repair & Maintenance	\$183.91	
		Public Market Repair & Maintenance	\$557.23	
		Check Total:	\$741.14	Public market/Carriage museum furnace maint.
74868	SYSTEMS DESIGN WEST LLC	Professional Services	\$2,705.21	EMS billing
74869	THRIFTWAY ON THE WILLAPA	Operating Supplies	\$51.81	All dept. drinking water
74870	T-Mobile	Communications	\$564.72	Police laptop internet
74871	VESTIS	Laundry	\$36.66	WWTP laundry service
74872	WA ST DEPT OF TRANSPORTATION	Fuel Consumed	\$2,419.24	Police/Fire/Amb fuel
74873	WA ST Treasurer	Building Permit - State Fee	\$38.00	State building permit fees
	Grand Total		\$159,915.91	
	Total Accounts Payable for Checks #74809 Through #74873			



Register

Number	Name	Fiscal Description	Cleared	Amount
<u>74812</u>	I.A.F.F. (GNWFCU)	2025 - March 2025 - 1st Council		\$999.60
<u>74813</u>	OREGON DEPT. OF JUSTICE	2025 - March 2025 - 1st Council		\$339.00
<u>74814</u>	WSCCCE	2025 - March 2025 - 1st Council		\$1,065.60
<u>74815</u>	WSCFF/DiMartino Associate	2025 - March 2025 - 1st Council		\$705.68
<u>74816</u>	Boggs, Arlie H.	2025 - March 2025 - 1st Council		\$3,487.14
<u>AFLAC MAR 1ST</u>	AFLAC Remittance Processing	2025 - March 2025 - 1st Council		\$1,237.59
<u>PAYROLL 2025</u>				
<u>BPAS MAR 1ST</u>	BPAS VEBA	2025 - March 2025 - 1st Council		\$2,187.45
<u>PAYROLL 2025</u>				
<u>DEF COMP MAR 1ST</u>	WA St Treasurer - Def Comp	2025 - March 2025 - 1st Council		\$5,005.23
<u>PAYROLL 2025</u>				
<u>IRS TAXES MAR 1ST</u>	Raymond City Treasurer- Taxes	2025 - March 2025 - 1st Council		\$35,353.30
<u>PAYROLL 2025</u>				
<u>MAR 1ST PAYROLL 2025</u>	Payroll Vendor	2025 - March 2025 - 1st Council		\$91,519.88
<u>NATIONWIDE MAR 1ST</u>	Nationwide Retirement Solutions	2025 - March 2025 - 1st Council		\$300.00
<u>PAYROLL 2025</u>				
<u>NW ADMIN MAR 1ST</u>	Northwest Administrators	2025 - March 2025 - 1st Council		\$58,204.90
<u>PAYROLL 2025</u>				
<u>NWFFT MAR 1ST</u>	NORTHWEST FIRE FIGHTERS TRUST	2025 - March 2025 - 1st Council		\$18,402.38
<u>PAYROLL 2025</u>				
<u>VIMLY MAR 1ST</u>	Vimly Benefit Solutions, Inc.	2025 - March 2025 - 1st Council		\$64.37
<u>PAYROLL 2025</u>				
				\$218,872.12



Register Activity

Fiscal: 2025
Period: 2025 - February 2025
Council Date: 2025 - February 2025 - Open Period

Reference	Date	Amount	Notes
Reference Number: 4th QTR 2024 LEASEHOLD EXCISE TAX	WA St Dept of Revenue	\$351.64	
4th QTR 2024 LEASEHOLD EXCISE TAX	2/3/2025	\$351.64	
Reference Number: DOR EXCISE TAX FEB 2025	WA ST Dept of Revenue	\$13,867.89	
DOR EXCISE TAX FEB 2025	2/26/2025	\$13,867.89	
Reference Number: ICLOUD FEES FEB 2025	ICLOUD	\$288.40	
ICLOUD FEES FEB 2025	2/12/2025	\$288.40	
Reference Number: MASTERCARD FEB 2025	MASTERCARD C/O FIRST INTERSTATE BANK	\$10,704.73	
MASTERCARD FEB 2025	2/10/2025	\$10,704.73	
Reference Number: PITNEY BOWES POSTAGE FEB 2025	Pitney Bowes	\$1,000.00	
PITNEY BOWES POSTAGE FEB 2025	2/19/2025	\$1,000.00	
Reference Number: POLICE CAR LOAN #4 FEB 2025	Bank of the Pacific	\$747.81	
POLICE CAR LOAN #4 FEB 2025	2/10/2025	\$747.81	



City of Raymond

WASHINGTON

COUNCIL PROCEEDINGS

Monday, March 3, 2025

CALL TO ORDER

The council meeting was called to order at 5:00 p.m. by Mayor Roberts via zoom. Roll was taken and it was determined the meeting was quorate.

COUNCIL MEMBERS PRESENT

Heidi Worlton
Steven Jones-zoom
Karen Tully
Chris Halpin
Tony Nordin-zoom
Jovon Vaughn- unexcused absence
Jason McVey

DEPARTMENT HEADS PRESENT

Bill Didion, Fire Chief
Debra Pearson, Deputy Clerk
Pat Matlock, Police Chief
Eric Weiberg, Public Works Director

APPROVAL OF AGENDA, CONSENT AGENDA & MINUTES

Councilor McVey moved to approve the amended agenda, consent agenda for tonight's meeting, and the minutes of the February 18, 2025, meeting. Motion carried. Motion passed with 6 ayes and one absence.

CORRESPONDENCE

None

ITEMS FROM THE PUBLIC

- a. *Presentation for the Willapa Harbor Hospital:* Sherri McDonald gave a Powerpoint presentation on the new hospital bond that will be on the next ballot. Kathy Spoor and Steve Holland were also on hand to answer any questions.
- b. *Presentation from Timberland Regional Tibrary:* Emily Libecky gave a presentation on the Anywhere Library to update on their services.

ORDINANCE #1944: AN ORDINANCE OF THE CITY OF RAYMOND, WASHINGTON ADDING TO TITLE 3 REVENUE AND FINANCE -*Second Reading*

Councilor Worlton motioned to approve Ordinance #1944. Motion carried. Discussion took place. Motion passed with 6 ayes and one absence.

DEPARTMENT HEAD REPORTS

- Fire Chief Bill Didion reported that the new engine is finally in service and hopefully there will be a dedication for it next week.
- Police Chief Pat Matlock had nothing to report but wanted to thank the council for all their support and in helping get the department fully staffed.
- Public Works Director Eric Weiberg stated that he had attended a meeting with the cell phone companies regarding the damaged tower and a timeline for getting it repaired. Councilor Tully asked for an update on the Duryea Street closure.
- Deputy Clerk Debra Pearson wanted to thank the council for all their patience and understanding while she was filling in for Clerk/Treasurer MacIntosh who will be returning before the next council meeting.

MAYOR'S REPORT

Mayor Roberts reported that the city will be meeting twice a week for updates on the cell tower repairs. She also stated that the Pacific County Transit has had some major turnover and the director from Lewis County has stepped in to help until they are staffed and in good standing. She also wanted to let the council know that four of them are up for re-election this year.

PUBLIC COMMENT ON CURRENT AGENDA ITEMS

None

COUNCIL COMMENTS

Councilor Halpin reported that he had attended a meeting with the hospital on the effects the new facility will have on the City.

FUTURE AGENDA TOPICS

None

ADJOURNMENT

With no further business to discuss and no objections, the meeting was adjourned by Mayor Roberts at 6:03 PM.

ATTEST:

Debra Pearson, Deputy Clerk

Dee Roberts, Mayor

Public Hearing Notice

NOTICE IS HEREBY GIVEN that a public hearing will be held by the Raymond City Council in the Raymond City Hall Council Chambers, located at 230 2nd Street, Raymond, WA 98577 at 5:00 pm on Monday, March 17th, 2025.

The hearing will be available via zoom with a link that is published at www.cityofraymond.com

Access for the hearing impaired and others can be accommodated using Washington Relay Service at 1-800-833-6384 and at the below website:
www.dshs.wa.gov/altsa/odhh/telecommunication-relay-services.

CDBG General Purpose Grants are available through an open cycle application process to assist eligible Washington State small cities, towns and counties in carrying out community development projects that principally benefit low- and moderate-income persons. The Washington State CDBG Program receives approximately \$11 million annually from the U.S. Department of Housing and Urban Development (HUD).

The purpose of the public hearing is to review community development and housing needs, inform residents of the availability of funds and eligible uses of the state Community Development Block Grant (CDBG), and receive comments on proposed activities, particularly from lower income persons residing in the City of Raymond and north Pacific County, WA.

Up to \$2,000,000 may be available to the City of Raymond to fund community facility, public facility, infrastructure in support of affordable housing, housing rehabilitation and microenterprise assistance projects that principally benefit low- and moderate-income persons.

An outline of the proposed projects will be available for review at Raymond City Hall, 7:30 AM to 4 PM, Monday through Friday, March 10th to March 14th, 2025 or www.cityofraymond.com

Comments may also be submitted in writing to Raymond City Hall by 4 PM, March 14th, 2025.

The Raymond City Hall is handicap accessible. Arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving 24-hour advance notice. Contact Kayla MacIntosh at 360-942-4105, 230 2nd Street, Raymond, WA 98577.



Pacific County
DEPARTMENT OF COMMUNITY DEVELOPMENT

BUILDING • ENVIRONMENTAL HEALTH • PLANNING

Date: February 20, 2025

To: Larry Bale, Royal Heights Transfer Station
Dee Williams, City of Raymond
Julie Struck, City of South Bend

From: Shawn Humphreys, Director

Subject: Memorandum of Understanding – Adjusted Rate to the Transfer Station Agreement

The Transfer Station Agreement with Royal Heights stipulates that the parties associated with the agreement are required to sign a Memorandum of Understanding (MOU) prior to July 15th of each year regarding the adjusted rate changes. I would like to be able to present a signed copy of this MOU to the Board at their meeting on April 22, 2025, if possible. The rate changes will take effect on August 1st, 2025.

Please sign and return both copies of the attached MOU.

Please call me at 360.875.9356 if you have any questions regarding this matter.

Thank you

MEMORANDUM OF UNDERSTANDING

Amendment #16

Between

Pacific County,

City of Raymond, City of South Bend,
and Royal Heights Transfer Station

This Memorandum of Understanding amends the August 1, 2024 – July 31, 2025 adjusted rate per the Transfer Station and Disposal Agreement between Pacific County, the Cities of South Bend, and Raymond, and Royal Heights Transfer Station dated January 1, 2010.

Annual Dec 2023-Dec 2024 CPI Change = 2.25%

	Current	CPI	New
Transportation	\$57.76	85%	\$58.87
Oregon CAT	\$0.18	Actual	\$0.18
Disposal/DEQ Fee	\$28.40	85%	\$28.95
Royal Heights TS	\$43.06	85%	\$43.89
Admin Royal Heights TS	\$0.10	frozen	\$0.10
Pacific County Fees:			
Solid Waste Mgmt	\$5.58	85%	\$5.69
Post-Closure	\$6.80	85%	\$6.93
Moderate Risk Waste	\$2.30	frozen	\$2.30
Fuel Surcharge	\$9.78	Avg Price	\$7.63
Contract Rate	\$153.96		\$154.54

The adjusted rate for the Special Handling Fee for self-haulers continues to be:

	Current	CPI	New
Special Handling Fee	<u>\$23.75</u>	frozen	<u>\$23.75</u>
	\$175.84		\$178.29

This agreement shall become effective the 1st of August, 2025. All other terms, agreements and conditions of the original agreement remain in effect.

Signature block on next page.

Entered into and agreed upon by the following signatories to this Memorandum of Agreement on this _____ day of _____, 2025

THE CITY OF RAYMOND, WASHINGTON

BOARD OF COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

Dee Roberts, Mayor

Jerry Doyle, Chair

THE CITY OF SOUTH BEND, WASHINGTON

Julie Struck, Mayor

ROYAL HEIGHTS TRANSFER STATION, INC.

Laurence G. Bale, President

ATTEST:

Amanda Bennett, Clerk of the Board

MEMORANDUM OF UNDERSTANDING

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PACIFIC COUNTY, WASHINGTON

Dee Roberts, Mayor

Jerry Doyle, Chair

THE CITY OF SOUTH BEND, WASHINGTON

Julie Struck, Mayor

ROYAL HEIGHTS TRANSFER STATION, INC.

Laurence G. Bale, President

ATTEST:

Amanda Bennett, Clerk of the Board