

Record of Proceedings

July 2, 2024

The Council met at their regular meeting on July 2, 2024 at city hall.

Mayor Arnzen presided

Council Members Present:

Mark Bovey

Levi Bovey

Shandri Stigum

David Osburn

City Employees present: City Clerk, Jackie Robinson and Maintenance Bob Samsel. Visitors present; Derek Probst and Zach Cox with Merrick, John Watson with J-U-B, Nathan, Patty, and Sam Weeks, Tim Lynch, Cherie and Nathan Stigum, Mandi Riener, Sandy Zenner, Betty Stone, and Patti Brockman.

Motion was made to open the meeting made by Councilmember L. Bovey and seconded by M. Bovey. Motion made to approve the minutes as presented by L. Bovey and seconded by M. Bovey, all in favor M/C.

Nathan Weeks is here asking for a special use permit. He would like to put apartment units in the old Camas Club building. Nathans plan is for 12-14 units. He has cleared the back lot and states that there is parking for 12 cars. Nathan would like to know how many apartments council would approve. Council is asking for site plans for the building and parking. Tabled until council can review the plans.

Mandi Riener is here on behalf of her mother, Sue Tidwell. Sue owns the duplex next to the Post Office and received a letter regarding parking on the right-of-way. Mandi explains the parking issue and how there is no where for the residents to park. Council allows parking on the side of the building at 1 car per adult. Parking on Main Street is not allowed. Mandi states that Sue is considering selling the property and asks if this agreement will remain if the unit is sold. Council agrees to one car per adult as long as the cars are on the side of the building and not on Main Street.

Patti Brockman is here to see about getting an area rezoned. Patti would like the Council to consider changing Block 29 of the Original Town of Vollmer, now City of Craigmont from Industrial/Commercial Zone to Residential 1 Zone. Blocks 27 and 28 of the Original Town of Vollmer, now City of Craigmont, are zoned Residential 1. Council is agreeable and a public hearing will be set for August 6th at 7 PM.

Nathan Stigum is here to see about getting a variance. Nathan would like to build a shop and lean-to behind the existing house. The lot size is 50x150 (7,500) and a buildable lot size is 75x140 (10,500). Nathan presents site plans and shows that all setbacks will be followed and they will remain under the 40% covered area. Council is agreeable and a public hearing is scheduled for August 6, 2024. Nathan is asked to attend the public hearing to address any concerns. JeAnn and Jackie will get written notification sent out to surrounding properties.

1 July 2024

Sandy Zenner is here with the concerns of poisoning in town. Sandy lives in the Riechers-Kinzer Addition on Shortcut Road. The field next to her house is owned by Marvin Kinzer. There are currently black 5-gallon buckets scattered throughout the field. There is an over population of ground squirrels in this area of town. Sandy's concerns are if mice get in the poison and then one of her cats gets the mouse or one of her grandchildren find the mouse. Discussion on water buckets or traps vs poison. It is later discovered that the field where the poison is located is not within the city limits.

Betty Stone is here to discuss the city's Comp Plan that is being updated. She reviews some changes that need to be made with businesses in the draft. Council states that this has already been updated. Once a final draft is completed, copies will be made available for any final changes. Betty would also like to address the over population of rabbits. She states that there are several in her area and they are destroying her garden. Bob states he will set some live traps.

Derek Probst and Zach Cox are here from Merrick & Company to review and give an update on the current sewer project. Derek reviews Work change Directive #1. Motion made by Councilmember Stigum and seconded by L. Bovey to approve work change directive #1, all in favor M/C.

Derek then reviews work change directive #2, which is pending DEQ review. Motion made to approve Work change directive #2 pending DEQ review made by Councilmember L. Bovey and seconded by D. Osborn, all in favor M/C.

John Watson with JUB discussed the TAP project, Salaber Associates are completing Project Closeout and final invoicing should be available soon.

JUB discusses CPS project, which is ready for close out and a final pay estimate of \$251,487.45.

JUB moves to the LTGP project. Bids were opened May 22, 2 bids with Crea being low bid for complete project. Low bid is about \$34,000 above the budget. Construction will take place in 2025. JUB recommends awarding base bid and both add alternates to Crea construction. Motion made to award Crea construction Base bid and add alt 1&2 by Councilmember L. Bovey and seconded by S. Stigum, all in favor M/C.

Lewis County Transportation plan continues to move forward a meeting was held on June 25, capital improvement projects need to be turned in.

JUB then discusses the Airport project. An additional request for funds has been submitted by JUB. In holding pattern until we receive a response from the Division of Aeronautics on additional funding.

JUB then moves to the CARES grant and discusses things that the city can do to cut the cost, such as gravel between the court's vs concrete. Pathway layout is discussed as well as cost estimate review and fundraising. Construction is planned for 2025.

Resolution 1081: Motion made to adopt resolution 1081 by S. Stigum and seconded by L. Bovey, all in favor M/C.

Resolution 1080: Motion made to adopt resolution 1080 by S. Stigum and seconded by D. Osburn, all in favor M/C.

Motion made to approve the Lewis County Sherriff's contract for FY25 made by M. Bovey and seconded by L. Bovey, all in favor M/C.

Councilmember L. Bovey discusses the Lewis County Transportation Plan meeting and allows Maintenance Samsel discuss the road report and Capital Improvement aspect of the plan.

Maintenance Bob Samsel discusses Capital Improvement projects for the Lewis County Transportation Plan. Roads needing Real Pavement include; Ransdell Rd. Florence Ave, and Halliday. Bob reports that the grader broke down and needs repaired. Bob has someone that can come look at it. Bob would like to burn the Coleman building; he will be in contact with the tribe.

Councilmember Stigum has no new fire news.

Councilmember Osburn has no new utilities report.

Councilmember M. Bovey – Well was checked for gallons per minute, awaiting estimates from contractors on cost of new building.

City Clerk Report – Lee Simpson had a water leak over the winter that she was able to get repaired. She is asking for forgiveness with the water leak and would like council to consider adjusting her sewer rates back down, because of the water leak her current sewer rate is \$73.80 per month. Her typical sewer rates, before the leak, were running \$37.50 per month. Total amount between increased sewer charges and water leak are \$347.76. Motion made to forgive the \$347.76 and adjust sewer made by Councilmember M. Bovey and seconded by D. Osburn all in favor M/C.

There is a meter dispute going on between Dukeminier and Seekers of Yahweh Ministries. Dukeminier's have moved and have asked for their water to be turned off, however when the city went to turn the water off, the meter also services an apartment that Seekers of Yahweh Ministries has and it is currently occupied. Dukeminier's and Seekers of Yahweh Ministries both have attorneys involved. The city will give Joe, the city's attorney, both party's attorneys information. The water will remain on and the bill will go to Seekers of Yahweh Ministries until the attorney's have come up with a solution.

Bonuses have been discussed and according to the city's attorney, bonuses can be given if it is in the budget and policy. Council approves a \$300 annual bonus for all full-time regular employees and \$200 for all part-time regular employees. This bonus will need to be approved by council and in the budget each year if approved. Employees excluded include; seasonal and temporary employees, elected employees and cemetery workers. PTO cash out is also discussed. Council approves an annual PTO cash out on the employee's anniversary. The employee must leave 40 hours of PTO available. This will be updated in the personnel policy with other changes and will be ready to adopt at the next meeting.

3 July 2024

Discussion on making Juneteenth a floating holiday as it falls just before June Picnic and maintenance is always busy this time of year.

Motion to pay the bills made by Councilmember M. Bovey and seconded by L. Bovey, all in favor, M/C.

Motion made to adjourn the meeting by Councilmember M. Bovey and seconded by D. Osburn, all in favor, M/C.

Jared Arnzen, Mayor

ATTEST:

Jackie Robinson, City Clerk

4 July 2024