

**CITY OF MCCLEARY**  
**Regular City Council Meeting**  
**Wednesday, April 8, 2020**

ROLL CALL AND FLAG SALUTE	Due to the COVID-19 Pandemic state-wide Stay Home, Stay Healthy mandate, the City Council held their meeting electronically through WebEx Meetings. Councilmembers Present were: Jenna Amsbury, Brycen Huff, Jaron Heller, Ben Blankenship and Joy Iversen. Mayor Brenda Orffer was also present.
ABSENT	None.
PUBLIC HEARING	None.
STAFF PRESENT	Present at the meeting were Clerk-Treasurer Wendy Collins, Public Works Director Todd Baun, Police Chief Steve Blumer and City Attorney Chris Coker.
EXECUTIVE SESSION	None.
MAYOR COMMENTS	Mayor Orffer stated the city has remained operational and assured the Council, if the power crew becomes ill, we have a contract with Grays Harbor PUD to assist us.
PUBLIC COMMENT	<p>Councilmember Iversen liked the Warrant Check Register Report, which was added to the packet for Council to review the vouchers before approving them since they do not have access to the hard copy they normally review at the meetings. She asked if this could be added on a regular basis because it allowed her to have more time to read and review the payments.</p> <p>Councilmember Amsbury asked how will the Council sign the payables and Mayor Orffer said they can all sign them at a later date. We need to have the Council approve them at the meeting and signing can happen when we are able to meet in person again.</p>
CITY ATTORNEY REPORT	Chris Coker has been working with the Mayor on emergency protocols and legal process.
DIRECTOR OF PUBLIC WORKS REPORT	Todd Baun provided a written report for the Council.
MINUTES APPROVED	<b>It was moved by Councilmember Iversen, seconded by Councilmember Huff to adopt the minutes from the March 11, 2020 meeting. Motion Carried 5-0.</b>
VOUCHERS	<p>Accounts Payable checks approved were 47506 - 47567, including EFT's, in the amount of \$253,983.72 and 47568 - 47626 including EFT's in the amount of \$121,442.94.</p> <p>Payroll checks approved were 47569 - 47580, including EFT's, in the amount of \$203,403.49.</p> <p><b>It was moved by Councilmember Huff, seconded by Councilmember Heller to approve the vouchers. Motion Carried 5-0.</b></p>
COVID-19 UPDATE	<p>On March 16, 2020, Mayor Orffer signed an Executive Order declaring a state of emergency. To date, Grays Harbor has seven cases of Coronavirus with no deaths. The Governor's Stay Home, Stay Healthy declaration was for non-essential employees to stay home. The City is considered an essential service and has implemented a plan to keep social distancing while providing service. Employees are working rotating shifts while others work at home, taking training and remain on-call during normal work hours.</p> <p>Councilmember Amsbury asked if any projects have been delayed due to the virus and Mayor Orffer responded only the sidewalk project has been delayed because it won't allow for social distancing, along with the fact we are deferring spending until we know more of the impacts on the budget.</p> <p>Todd Baun added the project planned for pole removal and installation of underground lines on 3rd Street has been postponed because the crew cannot social distance on this type of job.</p>

SQUAXIN TRIBE MUTUAL AID  
AGREEMENT

Mayor Orffer spoke with Chris Coker about the proposed agreement and he informed her she could move on the contract in her scope and roll of emergency management. The agreement allows us to share resources and does not supersede our agreement with our Grays Harbor County Mutual Agreement. Councilmember Iversen is concerned about the section stating the city would provide housing for their people that respond to help us because we don't have housing available in McCleary. Mayor Orffer said this could mean we provide a piece of vacant property for them to stay on. Councilmember Amsbury noticed a punctuation correction needs to be made on page 4. **It was moved by Councilmember Huff, seconded by Councilmember Blankenship to approve the Mutual Aid Agreement between Squaxin Tribe and the City of McCleary. Motion Carried 5-0.**

EMERGENCY OPERATIONS-  
MAYOR ROLL,  
RESPONSIBILITY,  
REIMBURSEMENT

Mayor Orffer reported John Taylor from Squaxin Tribe suggested the city provide the Mayor a salary when the claim for FEMA reimbursement is submitted. The Mayor becomes part of the emergency management plan and has roles and responsibilities. There should be an established salary for emergency situations only.

Councilmember Amsbury asked if we are allowed to put something down for reimbursement that has not actually been paid and Chief Blumer gave an example of how a reimbursement might work and said the amount paid to the Mayor will pay at the end when everything has been reimbursed. Mayor Orffer added, because this amount will be paid out of the reimbursed total, we do not have to amend the budget. Chief Blumer said John Taylor said even the Council could get reimbursed but it's too much paperwork for all them to have to do.

Councilmember Amsbury read the County Hazard Plan and it is not detailed. She wants to see something in writing to document what we are doing. Mayor Orffer asked Chris Coker to prepare an ordinance for the Mayor's salary but wanted to know if the Council was on board first. Councilmember Iversen asked how many hours the Mayor usually spends working at the city per week and Mayor Orffer said she works around 15 hours and when asked how many she is working since the emergency declaration, she said she works 40 hours. Councilmember Iversen thinks the Mayor should get a percentage of what the city receives as the overall reimbursement.

Councilmember Amsbury asked if anyone knows if every Mayor is putting in 40 hours a week and Mayor Orffer said she doesn't know how they wouldn't be. She said she feels fortunate she can go home at night because in certain emergency situations, she might have to stay onsite at all times.

Chris Coker said this is like getting a grant. If we get the money, we can pay her. Councilmember Blankenship stated since we are in an emergency, she should get reimbursed. Chris added, we do not want to put the city in a position of paying something out the Federal Government needs to reimburse us for. His concern is what do we do if we don't get reimbursed?

Councilmember Amsbury found the hazard mitigation plan on the county website and it is a boiler plate plan and not detailed enough. She said we should create a detailed plan for the future for McCleary. Councilmember Blankenship asked if the current emergency management plan can be shared at the next Council meeting and Todd said yes, and it needs Council approval. Chief Blumer said he sent it to John Taylor at Squaxin Tribe to review it because we might as well have an expert look at it.

ORDINANCE 855 -  
SUSPENSION OF LATE FEES

**It was moved by Councilmember Amsbury, seconded by Councilmember Iversen to adopt Ordinance 855 RELATING TO THE CITY OF MCCLEARY PUBLIC UTILITY DEPARTMENTS; TEMPORARILY REMOVING THE CHARGE OF INTEREST AND LATE FEES ON DELINQUENT UTILITY ACCOUNTS; STAYING THE TERMINATION OF SERVICES FOR FAILURE TO PAY; TEMPORARILY SUPERSEDING MMC TITLE 13.28.040 THAT AUTHORIZES AND REQUIRES THE COLLETION OF INTEREST AND LATE FEES ON DELINQUENT UTILITY ACCOUNTS; DECLARING AN EMERGENCY; AND ESTABLISHING AN IMMEDIATE EFFECTIVE DATE. Roll call taken in the affirmative. Ordinance Adopted 5-0.**

PUBLIC COMMENT

Mayor Orffer announced the Dollar General Store will be starting up construction again as they are considered an essential service. She will share this and other information on her Facebook Live forum this Friday. She will also post information around town for residents to know when she will be making her Facebook Live programs.

MEETING ADJOURNED

**It was moved by Councilmember Blankenship, seconded by Councilmember Iversen to adjourn the meeting at 7:22 pm. The next meeting will be Wednesday, April 22, 2020 at 6:30 pm. Motion Carried 5-0.**

*Approved by Mayor Brenda Orffer and Clerk-Treasurer Wendy Collins.*