



McCleary City Council

AGENDA

May 27, 2015

7:00 City Council Meeting

- **Flag Salute**
- **Roll Call**
- **Public Comment**
- **Public Hearings- June 24th, 7:00 - 6 yr Transportation Improvement Program (STIP)**
- **Minutes:** - Approval (Tab A)
- **Mayor's Comments:** - Discussion
- **Staff Reports:** - Dan Glenn, City Attorney (Tab B)
- Todd Baun Staff Report (Tab C)
- **Old Business:** - Safety and Accident Prevention Program Policy Adoption (Tab D)
- **New Business:** - GHC Hazard Mitigation Plan Participation (Tab E)
- Fireworks Stand Permit – Olympic Christian Center (Tab F)
- Water Line Replacement Materials Purchase (Tab G)
- Dept. of Commerce Energy Efficiency Grant Contract (Tab H)
- Zoning Amendment Referral (Tab I)
- Introduction of Budget Amendment Ordinance (Tab J)
- Police Levy Ordinance (Tab K)
- **Ordinances:** -
- **Resolutions:** -
- **Approval of Vouchers**
- **Mayor/Council Comments**
- **Public Comment**
- **Executive Session**
- **Adjournment**

Americans with Disabilities Act (ADA)
Accommodation is Provided Upon Request

Please Turn Off Cell Phones – Thank You

The City of McCleary is an equal opportunity provider and employer.
La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador.

CITY OF MCCLEARY
Regular City Council Meeting
Wednesday, May 13, 2015

ROLL CALL AND FLAG SALUTE	Councilmember's Reed, Schiller, Catterlin, Ator and Peterson.
ABSENT	None.
STAFF PRESENT	Present at the meeting were Todd Baun, Wendy Collins, George Crumb, Dan Glenn, Randy Bunch, Paul Nott and John Graham.
PUBLIC COMMENT	<p>Gary Atkins asked where the money for the police comes from and Mayor Dent stated it comes from the current expense fund, which is funded by taxes. Mr. Atkins asked how much money will the City save by contracting with the County and Mayor Dent said we would save nothing. Councilmember Catterlin said he disagrees with that. Mr. Atkins will hold his comments until the police contract discussion.</p> <p>Both Councilmember Schiller and Peterson asked to be excused from the May 27, 2015 meeting. They will both be out of town.</p>
SET PUBLIC HEARING FOR 6-YEAR STREET PLAN	It was moved by Councilmember Peterson, seconded by Councilmember Catterlin to set the Public Hearing on the six-year street plan for June 24, 2015. Motion Carried 5-0.
MINUTES APPROVED	It was moved by Councilmember Ator, seconded by Councilmember Peterson to approve the minutes from the April 22, 2015 meeting. Motion Carried 5-0.
CITY ATTORNEY REPORT	Dan Glenn provided a written report for the Council and is available if they have any questions.
MAYOR'S COMMENTS	None.
DIRECTOR OF PUBLIC WORKS REPORT	Todd Baun provided a written report for the Council and is available if they have any questions.
ACCIDENT PREVENTION DISCUSSION	Tabled.
MINI EXCAVATOR WITH MOWER ATTACHMENT PURCHASE	After receiving approval to purchase a mini excavator at the last meeting, Todd Baun found one that would best suit the City. It will cost approximately \$12,000 more. Mr. Baun is bringing the purchase request back to the Council for approval of the additional cost. It was moved by Councilmember Peterson, seconded by Councilmember Catterlin to authorize the purchase of a mini excavator with mower attachment in the estimate provided from Jennings Equipment, Inc. at a total cost of \$72,248.22. Motion Carried 5-0.
WILDCAT DRIVE SPEED LIMIT CHANGE	The residents living on Wildcat Drive provided the City with a petition signed by numerous home owners in the area. They request the speed to be lowered to 15 MPH from the current speed of 25 MPH to slow the vehicles down. Chief Crumb agreed the 15 MPH speed change would be appropriate for the street. In addition, the residents requested the City to post a Children at Play sign. It was moved by Councilmember Catterlin, seconded by Councilmember Reed to lower the speed limit on Wildcat Drive to 15 MPH and post a Children at Play sign. Motion Carried 5-0.
TOWN HALL MEETING	Councilmember Schiller collected the completed forms regarding ideas for the town hall meeting. There were only five written ballots and four online comments submitted, which were not all related to City issues. He was disappointed in the turnout of comments and wants to keep it open for a couple more weeks.

GRAYS HARBOR COUNTY
SHERIFF'S CONTRACT
DISCUSSION

Gary Atkins asked how much the City will save by contracting police with the County. Wendy Collins responded stating we need to look at the budgeted total for the past two years and compare it to the contractual offer by the County. Last year, the budgeted amount for law enforcement was \$533,820 and this year it is \$417,509. The County is offering a contract for \$225,000 for a year. After adjusting the absence of the car payment and adding in the cost for office space, utilities, communications, and computers, it would add roughly \$15,000 to \$25,000 and would total approximately \$250,000 for the County contract. We also need to consider that the cost for insurance will drop and we still will have the cost of the caretakers for Garth Jones. which is around \$80,000 year.

Councilmember Catterlin said the budget this year is \$417,000 and will run out of money around July or August. He said it was important to bring up the prior year to see the comparison to this year to understand the actual savings.

Gary Atkins asked if laying off one employee from each department would help the police department and Mayor Dent said he didn't believe so. Mr. Atkins asked if the half of Colin's salary that comes from the general fund could go to the police budget or to pay for other things in town? He asked if we need a full time building inspector in a town that is not building anything. Mayor Dent said he's been asked that question and is looking into it.

Gary Atkins said according to the auditor, we can't take the money that was set aside and put it back into the police fund. Mayor Dent said that is also his understanding at this time. Mr. Atkins asked if we would save money by finding an attorney that solely represents and promotes McCleary and helps us grow. He asked if we can find a cheaper attorney. Mayor Dent said Dan Glenn does a good job and is already retiring from Montesano.

Gary Atkins asked Tom Reed about his response in the newspaper when he said he feels the Mayor has a plan, and he doesn't know what that plan is, but will still follow his plan. Gary asked Tom if he were in the army and was given a gun and sent to Kuwait, would he want to know the game plan first? Councilmember Reed said that would probably be a good approach, but not necessarily, because some people are just blindly led. Mr. Atkins asked him how he could blindly be led down a path when you don't know what the outcome is? Mr. Atkins said that is why he is so argumentative because the attorney speaks and gives the Council things in writing and doesn't tell the people of the town what is happening. We, as a town, want to know what's going on. Mayor Dent told Mr. Atkins he can come see the Clerk-Treasurer any time to see the attorney's latest minutes.

George Crumb wanted to make a correction regarding a compliment the police department received at the last meeting regarding a municipal code violation. He believes Dan Glenn and Colin Mercer should receive the credit for their help in correcting the matter.

Chris Vessey wants to keep the police in McCleary. He said the County is in financial trouble and he is worried about response time. Councilmember Catterlin added there will be one officer on duty, twenty-four hours a day, patrolling between Elma and McCleary. Mr. Vessey also does not believe a five-year contract should be signed. Mayor Dent responded by stating the contract allows ninety-days notice to cancel.

Councilmember Peterson asked Mr. Vessey what his solution to the police issue would be. Mr. Vessey wants to see a town hall meeting for people to be able to discuss the police matter and he said there are people in this town who would gladly pay extra taxes to keep the police. Mr. Peterson reminded everyone that we are in financial trouble and have to make a decision. He said we can't keep going on the way we have been. He gives kudos to the police for doing a good job, however, we've asked and asked for a decision but we cannot come up with an agreement from anyone at the table. He said nobody will agree on anything so he and Jeff came up with a solution and everybody is against it. He said if anybody has a solution, the committee will look at it, but no one gives any suggestions.

Brenda Orffer is in favor of keeping the police in town and she also knows it's a big challenge. She thinks the reason they are not getting a suggested solution is because the public does not have all the facts. They don't really know what the police department costs. Mayor Dent said she can come in and talk to the Clerk-Treasurer at any time. She doesn't know what other solutions they have looked at besides going to the County but she wonders if they have looked at all possible solutions. Mayor Dent said a police levy is one proposal we could look at. Mrs. Orffer believes they will find more support for a levy that has only one proposition on it. She said we need to have a realistic understanding of what that is. That is why the town hall meeting is a good idea. She asked if we've looked at limiting our own services and what we can still operate with. She would rather have 80 hours of full coverage in her own City than a full weeks' coverage from people coming reactively.

Councilmember Catterlin replied stating whenever it is brought up to the Police Chief or Mayor what cuts they can make and still function, the answer is no, we are not going to make any cuts. He said how do you work with that, when it's just a flat refusal no, we don't have to make cuts?

Councilmember Peterson said he understands it's hard to make cuts on a three-man crew. Chief Crumb said his budget continually gets cut each year and he is set up for failure. He wants to know the motivation behind the people that are taking money away from the police department. His concern is response time. He knows what streets like Wildcat are, with the speeding issue. Councilmember Schiller said when he asked the Chief about enforcement of speeding, and if he writes tickets, Chief Crumb told him no. Councilmember Schiller asked if there's been a ticket written for speeding on those streets and Chief Crumb said he is out there, and that is his enforcement. Councilmember Schiller said that is not enforcement. Chief Crumb asked how much more can they cut before the police department is ineffective?

Dan Glenn stated Alexander the Great always tried to solve problems and he prefers the same approach. Either the City can or can't fund the police department but we have to entertain some options. Mr. Glenn suggested proposing a ballot issue in the fall for a one-year police levy. He hoped we could run a special election but it's too late and it will have to go on the November ballot. An audience member said a one-year only levy will be kicking the can down the road.

Councilmember Schiller said there is a \$132,000 shortfall in revenue in current expense this year. They aren't trying to single out the police department, it's a simple fact.

Scott Snyder commented on Chief Crumb's concern that his police department used to have a budget of \$600,000 and had five officers. In order to cover a 24 hour a day, 7 days per week police department, the City has to have five police officers. With three officers, it is difficult to budget when overtime and callouts are driving the cost. He said the police could go "dark" by not responding during certain hours during the day or night. He added that the Sherriff has been reluctant to provide a method for prioritizing calls and stating which types of calls to respond to. It is very tough with three officers and 124 hours in a week and try to determine which hours and types of calls to respond to.

EXECUTIVE SESSION

It was moved by Councilmember Ator, seconded by Councilmember Reed to go into executive session for 20 minutes or less, per RCW 42.30.140(4), starting at 7:40 PM. Motion Carried 5-0.

The executive session ended at 7:57 PM.

FRATERNAL ORDER OF POLICE (FOP) SETTLEMENT

It was moved by Councilmember Catterlin, seconded by Councilmember Peterson to approve the Fraternal Order of Police Memorandum of Understanding regarding lay off and severance. Roll call taken in the affirmative. Motion Carried 5-0.

GRAYS HARBOR COUNTY SHERIFF'S CONTRACT

Councilmember Schiller said he will be voting no because the police cars are the City's and we paid around \$100,000 to purchase and install equipment on the cars and he can't let them go. Councilmember Catterlin said the \$225,000 Sheriff contract will barely pay for the two officers from the County. If the County has to buy their own cars, the County will increase the contract cost another \$150,000. Councilmember Schiller said there are more items in the contract that are unknown such as transportation to jail. The contract is too vague.

Councilmember Ator asked why we have to supply equipment for the sheriff's contract? He wondered if we will have to buy a new computer if they need one. He also wants to know what happens if we don't have a police department and don't go with the County. Councilmember Catterlin said other cities get bills from the County for coverage when they don't have either a police department or a contract with the county. Councilmember Ator asked why sign a contract if they have to cover our city anyway?

Councilmember Schiller wants to know what the level of service is going to be for unincorporated county areas. He told Councilmember Catterlin he needs to know what that means for us.

It was moved by Councilmember Catterlin, seconded by Councilmember Peterson to accept the Grays Harbor County Sheriff Contract, effective June 15, 2015, and for the Sheriff's Department to take possession of the two police cars within the next five working days. Roll call taken in the negative with Councilmember's Reed, Schiller and Ator voting against. Motion Failed 3-2.

CHEHALIS TRIBAL JAIL
CONTRACT

Tabled.

APPROVAL OF VOUCHERS

Accounts Payable vouchers/checks approved were 39486 - 39523 including EFT's in the amount of \$61,113.32.

It was moved by Councilmember Ator, seconded by Councilmember Reed to approve the vouchers. Motion Carried 5-0.

PUBLIC COMMENT

None.

MEETING ADJOURNED

It was moved by Councilmember Ator, seconded by Councilmember Peterson to adjourn the meeting at 8:07 pm. The next meeting will be Wednesday, May 27, 2015 at 7:00 pm. Motion Carried 5-0.

Mayor Gary Dent:

Clerk-Treasurer Wendy Collins:

MEMORANDUM

TO: MAYOR AND CITY COUNCIL, City of McCleary
FROM: DANIEL O. GLENN, City Attorney
DATE: May 22, 2015
RE: LEGAL ACTIVITIES as of MAY 27, 2015

THIS DOCUMENT is prepared by the City Attorney for utilization by the City of McCleary and its elected officials and is subject to the attorney-client privileges to the extent not inconsistent with laws relating to public disclosure.

1. **MEDICAL MARIJUANA REGULATION**: As you will remember, the matter of the "provision" of medical marijuana was a matter of little regulation and great debate. Due to your action in adopting the zoning provisions which do not authorize such operations in any zone within the City, the matter of "where, who and under what conditions" for the location of these operations happily has not been an issue. Well, one of the bills which has been passed by the Legislature and, after vetoing certain sections, signed by the Governor is a bill which regulates these operations. They will be licensed and regulated by the WSLCB which apparently has been renamed from the Washington State Liquor Control Board to the Washington State Liquor and Cannabis Board.

It is my perception this legislation and its implementation will have no immediate effect upon McCleary. The appellate courts so far have ruled that the City's decision as to whether or not to allow such activities within any zone of the City trumps the State's licensing authority.

2. **ORDINANCES**: I have prepared two draft ordinances which I would suggest be considered concurrently at your next session since practically, they are interrelated. Mr. Snyder's inclusion in the FOP Memorandum of Understanding of a two year availability of its terms have helped make possible the operational and fiscal approach which would be implemented through the adoption of the two ordinances. Their adoption would also realistically put in abeyance the discussions with the

County in terms of contracting for its services in terms of law enforcement and hopefully have other side effects.

A. Special Levy Submission: As has been mentioned in prior Reports and commented upon by many citizens and all six of you, the City currently faces a difficult fiscal situation. That has raised the issue of funding the Police Department versus contracting with the County. As you have heard from more than one individual who has commented at Council Meetings, one way to determine the Citizen's position on funding the City's Police Department is to submit a one-issue ballot proposition. That proposition would seek approval of a special one year excess levy with the funds generated from the levy to be utilized only for funding the Police Department.

Prepared for your review this evening and perhaps well handled as subject to concurrent action next meeting with the draft Supplemental Budget Ordinance is an ordinance which would do specifically that. The figures included within it are based upon Ms. Collin's estimate as to what funding would be needed to achieve the goal for 2016 and the per thousand estimate needed to generate that sum provided by Ms. Bednarik of the Assessor's Office. Since the time for putting the issue on the Primary Election ballot has passed, if adopted next meeting it would be on the General Election ballot in November. The results would be known early enough to be taken into consideration in adoption of the 2016 budget.

B. Supplemental Budget Ordinance: To use the word Ms. Collins utilizes, this ordinance would "reallocate" the \$150,000.00 removed from the Police Expenditure Budget to that element of the 2015 budget. This would put the budget at the level requested by the Department last year to fund its operations through 2015. Obviously, Chief Crumb will need to manage the budget carefully to achieve that goal. However, that goes with being a department head as Mr. Baun and Ms. Collins are only too aware.

Since it is a supplemental budget, it can not be acted upon until at least five business days after its introduction. Thus, it would be introduced at this meeting and acted upon at the meeting in June. It will take the affirmative vote of four Members of the Council in order to achieve adoption.

3. CHEHALIS TRIBAL JAIL SERVICES AGREEMENT: I have received proposed amendatory language from the Tribe's counsel. My initial proposed review still leaves certain concerns with me from a legal standpoint. I anticipate speaking to him next week in the hope of clarifying certain outstanding points.

4. ZONING TEXT CHANGE REQUEST: Based upon a query received from Mr. Mercer last week, it is my understanding you will be receiving a request to modify the language in our permitted use as to a particular zone. In order to move the process along, I would recommend you authorize the transfer of that request to the Hearing Examiner so the process may be commenced promptly and the Examiner's recommendation, including findings and conclusion, resulting from the public hearing he will hold can be back to you by the June meeting.

As always, this is not meant to be all inclusive. If you have any questions or comments, please direct them to me.

DG/le

STAFF REPORT

To: Mayor Dent
From: Todd Baun, Director of Public Works
Date: May 22nd, 2015
Re: Current Non-Agenda Activity

KVA Substation Transformer Oil Analysis and Report

I have received some concerning news about our 7th and Maple substation transformers. It appears that at least 2 of our transformers are degrading significantly. With the test results, they are recommending that we replace or take out of service the transformers in the near future. We currently have one back-up or replacement transformer that can be put into service at that substation.

The Light and Power crew is currently working on the cutover project that will eventually eliminate this substation, but we are still a few years away from completion.

In the meantime, if 1 or more of these transformers fail, it will knock out power to the South side of Simpson Ave, including Sand Creek and Foreman Rd. If that were to happen, we will have to call in crews from surrounding utilities and contractors and we estimate that it will take at least a week to get everyone back on with electricity.

I have attached the report for your review.



KVA ELECTRIC, Inc.

25829 Jim Creek Road Arlington, WA 98223 (360) 403-8301 Fax (360) 435-6145

City of McCleary

Substation Transformer Oil Analysis & Test Report

Project No.: MCC0215A

Project Location: McCleary, WA

Customer POC: Paul Nott

Date of Report: May 14, 2015

City of McCleary DGA Report



KVA ELECTRIC, Inc.

25829 Jim Creek Road Arlington, WA 98223 (360) 403-8301 Fax (360) 435-6145

Table of Contents

Summary	2
Scope of Work.....	2
Findings & Recommendations	2
Attachments.....	4
Oil Test Reports	Tab 1



Summary

The project consisted of collection and testing of the insulating fluid from four transformers at the City of McCleary two substations.

Scope of Work

The generalized outline of the work performed:

1. Mobilize to the site
2. Collect and process oil samples from the following:
 - a. Three single-phase transformers
 - b. One three-phase transformer and LTC

Findings & Recommendations

The oil test results indicate the following:

1. Three-Phase Transformer, GE L252508

The test report indicates that the transformer is in good health and shows no abnormalities with the current condition or operation.

Moisture content is low as is the Relative Saturation for this type and voltage class of transformer.

The dissolved gas analysis show little or no fluctuation.

KVA recommends continue operation and normal monitoring of the transformer.

2. Three-Phase LTC, GE L252508

The test report indicates that the LTC is in good health and shows no abnormalities with the current condition or operation.

Gas, moisture, metal content are normal for the type of LTC.

KVA recommends continue operation and normal monitoring of the LTC.

3. Single-Phase Transformer, GE F965168

The test report indicates that the transformer is in poor health and shows signs of aging.



Moisture content is low as is the Relative Saturation for this type and voltage class of transformer.

The dissolved gas analysis shows elevated levels of Ethylene, Carbon Dioxide, and Carbon Monoxide as well as minor amounts of Hydrogen.

The type of gas levels and their persistence when looking at the past samples are an indicator that the cellulose insulation is breaking down. The transformer shows no sign of excessive heating or moisture, therefore we believe age is the main factor in the degradation of the cellulose insulation.

The transformer has exceeded its designed service life. KVA recommends replacement of the transformer.

4. Single-Phase Transformer, Standard 177065

The test report indicates that the transformer is in moderate to poor health and shows signs of aging.

Moisture content is low as is the Relative Saturation for this type and voltage class of transformer.

The dissolved gas analysis shows elevated levels of Ethylene, Carbon Dioxide, and Carbon Monoxide as well as minor amounts of Hydrogen.

The type of gas levels and their persistence when looking at the past samples are an indicator that the cellulose insulation is breaking down. The transformer shows no sign of excessive heating or moisture, therefore we believe age is the main factor in the degradation of the cellulose insulation.

Although this transformer is in better condition than A and C phase units, the transformer has exceeded its designed service life. KVA recommends replacement of the transformer.

5. Single-Phase Transformer, Standard 177064

The test report indicates that the transformer is in poor health and shows signs of aging.

Moisture content is low as is the Relative Saturation for this type and voltage class of transformer.



KVA ELECTRIC, Inc.

25829 Jim Creek Road Arlington, WA 98223 (360) 403-8301 Fax (360) 435-6145

The dissolved gas analysis shows elevated levels of Ethylene, Carbon Dioxide, and Carbon Monoxide as well as minor amounts of Hydrogen.

The type of gas levels and their persistence when looking at the past samples are an indicator that the cellulose insulation is breaking down. The transformer shows no sign of excessive heating or moisture, therefore we believe age is the main factor in the degradation of the cellulose insulation.

The transformer has exceeded its designed service life. KVA recommends replacement of the transformer.

KVA recommends that the single-phase transformers be replaced or taken out of service in the near future. The design life of the transformers has been exceeded and the transformer insulation system shows signs of failure. We believe the trends shown in the oil analysis will continue as the cellulose insulation degrades, ultimately resulting in an internal fault of the transformer.

Attachments

1. Oil Test Reports

Please feel free to contact us at any time to discuss this report, the testing of the transformers, or suggestions on how to rectify this issue.

Thank you and best regards,

Lucas Smith
Project Manager



KVA ELECTRIC, Inc.

25829 Jim Creek Road Arlington, WA 98223 (360) 403-8301 Fax (360) 435-6145

Oil Test Reports

City of McCleary DGA Report



JACO Analytical Laboratory
103 12th Ave SW Ephrata, WA 98823
Ph (509) 754-5725 Fax (509) 754-4239

Standard Test Report

Company: KVA Electric, Inc.	Manufacturer: GE	Report Date: 3/10/2015
Address: 25829 Jim Creek Road	Serial: L252508	Company ID: City of McCleary
City, State: Arlington, WA 98223	Cooling Type:	Unit #: PWT02
Substation: 12.5 Sub	MVA: 22.4	PCB: [<1 ppm]
Sampled by: RW	kV: 69	Syringe #: 29E13029
Contact: Kevin Duncan	Gallons: 3480	Bottle #: 29E13029
Lab Control #: 29E13029-02262015		

ASTM D3612C Dissolved Gas Analysis (Expressed in ppm's)

Collection Date:	2/10/2011	3/20/2011	3/1/2013	7/24/2013	1/3/2014	2/27/2015
Hydrogen (H ₂):	(ppm)	9	0	0	0	0
Methane (CH ₄):	(ppm)	0	0	0	0	1
Ethane (C ₂ H ₆):	(ppm)	1	0	0	0	0
Ethylene (C ₂ H ₄):	(ppm)	1	0	0	0	0
Acetylene (C ₂ H ₂):	(ppm)	0	0	0	0	0
Carbon Monoxide (CO):	(ppm)	0	0	1	1	5
Carbon Dioxide (CO ₂):	(ppm)	0	55	58	77	101
Nitrogen (N ₂):	(ppm)	44956	95544	81210	42617	47915
Oxygen (O ₂):	(ppm)	4018	1145	2053	431	392
Total Combustible Gas:	(ppm)	11	0	2	1	5
Total Gas in Oil:	(ppm)	48983	96745	83323	43125	48413

Comments: Meets condition 1 in IEEE Std. C57.104-2008.

Test performed by: Cyndi Ray

Oil Quality

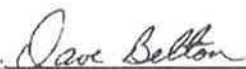
Collection Date:	2/10/2011	3/20/2011	3/1/2013	7/24/2013	1/3/2014	2/27/2015
Oil Temp: (°C)	11	15	25	27	30	25
D-1533B Moisture (ppm)		1.1	1.7	1.6	1.0	4.5
D-971 Interfacial Tension (dynes/cm)		48	49	51	38	40
D-974 Acid Neutralization (mg KOH/g)		0.01	0.01	0.01	0.02	0.01
D-1500 Color		<1.5	<1.5	<1.5	<1.5	<1.5
D-1524 Visual		Pass	Pass	Pass	Pass	Pass
D-877 Dielectric (kV)		49.0	49.6	45.8		
D-1816 Dielectric (kV 1mm-C)						
D-1816 Dielectric (kV 2mm-C)					61.0	56.4
D-1298 Specific Gravity		0.8810	0.8820	0.8800	0.8840	0.8790
D-924 Pwr Factor (25°C) (%)				0.023	0.023	0.015
D-924 Pwr Factor (100°C) (%)						
D-1698 Sediment (%)			0			
D-1275B Corrosive Sulfur						
EPA 8062 PCB by Method 8082 (ppm)	<1					
Relative Saturation (%)		2.5%	2.5%	2.2%	1.2%	5.6%

Comments: Meets IEEE C57.106-2006 acceptable levels.

*PCB result by JACO Analytical Laboratory NY NELAG Cert. Lab # 11384

Test performed by: Haley Garza

Our test results relate only to the sample tested. The analyses, opinions, or interpretations contained in this report are based upon material and information supplied by the client. Any interpretation or opinion expressed herein represents the best judgment of JACO Analytical Laboratory, Inc. JACO Analytical Laboratory, Inc. assumes no responsibility and makes no warranty or representation, expressed or implied as to the condition, productivity, or proper operation of any equipment or other property by which this report may be used or relied upon for any reason whatsoever. JACO Analytical Laboratory, Inc. does not imply that the contents of the sample received by this laboratory are the same as all such material in the environment from which the sample was taken. This test report shall not be reproduced except in full without written approval of the laboratory.

Authorized by: 
DGA/OQ Laboratory Supervisor

Rev 02/01/2014

**JACO Analytical Laboratory**

103 12th Ave SW Ephrata, WA 98823

Ph (509) 754-5725 Fax (509) 754-4239

OS Test Report

Company: KVA Electric, Inc.	Manufacturer: GE	Report Date: 3/10/2015
Address: 25829 Jim Creek Road	Serial: L252508	Company ID: City of McCleary
City, State: Arlington, WA 98223	Cooling Type:	Unit #: PWT02
Substation: 12.5 Sub	MVA: 22.4	PCB: "[<1 ppm]
Sampled by: RW	kV: 69	Syringe # 29E13029
Contact: Kevin Duncan	Gallons: 3480	Bottle # 29E13029
		Lab Control # 29E13029-02262015

ASTM D-2668 Oxidation Inhibitor

Collection Date:	2/10/2011	7/24/2013	1/3/2014	2/27/2015
2,6-di-tertiary-butyl paracresol (DBPC) (%)	0.026	0.222	0.214	0.197
Comments: Acceptable for in-service Type II (0.09% min)				

ASTM D-1698 Sediment

Collection Date:	
Sediment & soluble sludge (%)	
Comments:	

ASTM D-7151 Metals in Oil Analysis

Collection Date:		2/10/2011	03/20/2011	03/01/2013	7/24/2013	1/3/2014	2/27/2015
Silver (Ag) (ppm)		0	0	0	0	0	0
Aluminum (Al) (ppm)		0	0	0	0	0	1
Copper (Cu) (ppm)		0	0	0	0	0	0
Iron (Fe) (ppm)		0	0	0	0	0	2
Lead (Pb) (ppm)		0	0	0	0	0	1
Silicon (Si) (ppm)		4	2	2	1	1	9
Tin (Sn) (ppm)		0	0	0	0	0	3
Zinc (Zn) (ppm)		0	0	0	0	0	0
Comments: No apparent issues with wear metals at sampling.							

ASTM D-5837 Furans in Oil Analysis

Collection Date:	
Furanic Compound	Report Limit
2-Furaldehyde	10 (ppb)
5-Hydroxy-methyl-	10 (ppb)
2-Acetylfuran	10 (ppb)
5-Methyl-2- furaldehyde	10 (ppb)
2-Furyl alcohol	10 (ppb)
Estimated DP	
Estimated Operating Age	
*BRL = Below Reporting Limit	
Diagnostics: Reporting Limit 10ppb. New insulation with a high degree of mechanical strength will typically have a Degree of Polymerization (DP) of 1000-1300. 'Middle Aged' paper is approximately 500 and paper with less than 250 is in its "Old Age". Severely degraded insulation with a DP of 150 or less will have very little mechanical strength and may result in a transformer failure. Estimates are based on transformers filled with mineral oil.	
Comments:	

1. This test is conducted by a subcontracted laboratory. 2. Subcontracted laboratory has received ISO Standard 17025 accreditation for this test.



JACO Analytical Laboratory
103 12th Ave SW Ephrata, WA 98823
Ph (509) 754-5725 Fax (509) 754-4239

Standard Test Report

Company: KVA Electric, Inc.	Manufacturer: GE	Report Date: 3/10/2015
Address: 25829 Jim Creek Road	Serial: L252508 LTC	Company ID: City of McCleary
City, State: Arlington, WA 98223	Cooling Type:	Unit #: LTC 02
Substation: 12.5 Sub	MVA: 22.4	PCB: <1 ppm
Sampled by: RW	kV: 69	Syringe #: 29E13026
Contact: Kevin Duncan	Gallons: 150	Bottle #: 29E13026
		Lab Control #: 29E13026-02262015

ASTM D3612C Dissolved Gas Analysis (Expressed in ppm's)

Collection Date:	2/10/2011	3/20/2011	3/1/2013	7/24/2013	1/3/2014	2/27/2015
Hydrogen (H ₂): (ppm)		10	3	0	0	4
Methane (CH ₄): (ppm)		0	1	0	1	1
Ethane (C ₂ H ₆): (ppm)		2	3	3	2	2
Ethylene (C ₂ H ₄): (ppm)		0	6	5	5	7
Acetylene (C ₂ H ₂): (ppm)		0	0	0	0	0
Carbon Monoxide (CO): (ppm)		0	93	78	55	60
Carbon Dioxide (CO ₂): (ppm)		417	698	782	941	1053
Nitrogen (N ₂): (ppm)		57764	68585	51487	40925	39888
Oxygen (O ₂): (ppm)		10891	17235	10863	13385	13118
Total Combustible Gas: (ppm)		11	108	86	83	94
Total Gas in Oil: (ppm)		69084	86625	63218	55315	54153

Comments: Meets condition 1 in IEEE Std. C57.139-2010.

Test performed by: Cyndi Ray

Oil Quality


Collection Date:	2/10/2011	3/20/2011	3/1/2013	7/24/2013	1/3/2014	2/27/2015
Oil Temp: (°C)	11	15	25	31	NP	10
D-1533B Moisture (ppm)		6.3	11.9	14.7	10.8	18.2
D-971 Interfacial Tension (dynes/cm)		50	52	55	43	44
D-974 Acid Neutralization (mg KOH/g)		0.01	0.01	0.01	0.01	0.01
D-1500 Color		<0.5	<0.5	<0.5	<0.5	<0.5
D-1524 Visual		Pass	Pass	Pass	Pass	Pass
D-877 Dielectric (kV)		46.6	47.8	38.6		
D-1816 Dielectric (kV 1mm-C)					58.6	56.5
D-1816 Dielectric (kV 2mm-C)						
D-1298 Specific Gravity		0.8850	0.8880	0.8820	0.8905	0.8860
D-924 Pwr Factor (25°C) (%)				0.020	0.018	0.018
D-924 Pwr Factor (100°C) (%)						
D-1698 Sediment (%)			0			
D-1275B Corrosive Sulfur						
EPA 8062 PCB by Method 8062 (ppm)	<1					
Relative Saturation (%)		14.2%	17.6%	17.3%	NA	51.0%

Comments: Meets IEEE C57.106-2006 acceptable levels

*PCB result by JACO Analytical Laboratory NY NELAC Cert. Lab # 11384

Test performed by: Haley Garza

The test results relate only to the sample tested. The analyses, opinions, or interpretations contained in this report are based upon material and information supplied by the client. Any misstatements or omissions expressed represent the best judgment of JACO Analytical Laboratory, Inc. JACO Analytical Laboratory, Inc. assumes no responsibility and makes no warranty or representation expressed or implied as to the condition, propriety, or proper operation of any equipment or other device by which this report may be used or relied upon for any reason whatsoever. JACO Analytical Laboratory, Inc. does not imply that the contents of the samples received for this laboratory are the same as all such material in the environment from which the sample was taken. This test report shall not be reproduced except in full, without written approval of the laboratory.

Authorized by: 
DGA/OQ Laboratory Supervisor

Rev 02/01/2014

**JACO Analytical Laboratory**

103 12th Ave SW Ephrata, WA 98823

Ph (509) 754-5725 Fax (509) 754-4239

OS Test Report

Company: KVA Electric, Inc.	Manufacturer: GE	Report Date: 3/10/2015
Address: 25829 Jim Creek Road	Serial: L252508 LTC	Company ID: City of McCleary
City, State: Arlington, WA 98223	Cooling Type:	Unit #: LTC 02
Substation: 12.5 Sub	MVA: 22.4	PCB: <1 ppm
Sampled by: RW	kV: 69	Syringe # 29E13026
Contact: Kevin Duncan	Gallons: 3480	Bottle # 29E13026
		Lab Control # 29E13026-02262015

ASTM D-2668 Oxidation Inhibitor

Collection Date:	2/10/2011	7/24/2013	1/3/2014	2/27/2015
2,6-di-tertiary-butyl paracresol (DBPC) (%)	0.023	0.19	0.239	0.227
Comments: Acceptable for in-service Type II (0.09% min)				

ASTM D-1698 Sediment

Collection Date:	
Sediment & soluble sludge (%)	
Comments:	

ASTM D-7151 Metals in Oil Analysis

Collection Date:	2/10/2011	03/20/2011	03/01/2013	7/24/2013	1/3/2014	2/27/2015
Silver (Ag) (ppm)	0	0	0	0	0	0
Aluminum (Al) (ppm)	0	0	0	0	0	0
Copper (Cu) (ppm)	1	0	0	0	0	0
Iron (Fe) (ppm)	0	2	0	0	0	0
Lead (Pb) (ppm)	0	0	0	0	1	0
Silicon (Si) (ppm)	2	0	0	2	3	1
Tin (Sn) (ppm)	0	0	0	0	0	0
Zinc (Zn) (ppm)	0	0	0	0	0	0
Comments: No apparent issues with wear metals at sampling.						

ASTM D-5837 Furans in Oil Analysis

Collection Date:	
Furanic Compound	Report Limit
2-Furaldehyde	10 (ppb)
5-Hydroxy-methyl-	10 (ppb)
2-Acetyl furan	10 (ppb)
5-Methyl-2- furaldehyde	10 (ppb)
2-Furyl alcohol	10 (ppb)
Estimated DP	
Estimated Operating Age	
*BRL = Below Reporting Limit	
Diagnostics: Reporting Limit 10ppb. New insulation with a high degree of mechanical strength will typically have a Degree of Polymerization (DP) of 1000-1300. "Middle Aged" paper is approximately 500 and paper with less than 250 is in its "Old Age". Severely degraded insulation with a DP of 150 or less will have very little mechanical strength and may result in a transformer failure. Estimates are based on transformers filled with mineral oil.	
Comments:	

1. This test is conducted by a subcontracted laboratory. 2. Subcontracted laboratory has received ISO Standard 17025 accreditation for this test.



JACO Analytical Laboratory
103 12th Ave SW Ephrata, WA 98823
Ph (509) 754-5725 Fax (509) 754-4239

Standard Test Report

Company: KVA Electric, Inc.	Manufacturer: GE	Report Date: 3/10/2015
Address: 25829 Jim Creek Road	Serial: F965168	Company ID: City of McCleary
City, State: Arlington, WA 98823	Cooling Type:	Unit #: Phase A
Substation: 4160 Sub	MVA: 1.25	PCB:
Sampled by: RW	kV: 69	Syringe #: 29E11285
Contact: Kevin Duncan	Gallons: 440	Bottle #: 29E11285
		Lab Control #: 29E11285-03042015

ASTM D3612C Dissolved Gas Analysis (Expressed in ppm's)

Collection Date:	2/10/2011	3/1/2013	7/24/2013	2/27/2015
Hydrogen (H ₂): (ppm)	0	34	27	17
Methane (CH ₄): (ppm)	2	18	13	9
Ethane (C ₂ H ₆): (ppm)	5	0	0	0
Ethylene (C ₂ H ₄): (ppm)	2	148	140	94
Acetylene (C ₂ H ₂): (ppm)	0	0	0	0
Carbon Monoxide (CO): (ppm)	13	1152	825	358
Carbon Dioxide (CO ₂): (ppm)	773	3147	3183	3402
Nitrogen (N ₂): (ppm)	47568	90337	61482	45313
Oxygen (O ₂): (ppm)	349	6002	3400	9141
Total Combustible Gas: (ppm)	23	1352	1005	478
Total Gas in Oil: (ppm)	48713	100838	69070	58333

Comments: Meets condition 2 in IEEE Std. C57.104-2008.

Combustible gas levels indicate overheating involving the oil and the cellulose insulation paper

Test performed by: Cyndi Ray

Oil Quality

Collection Date:	2/10/2011	3/1/2013	7/24/2013	2/27/2015
Oil Temp: (°C)	17	22	28	25
D-1533B Moisture (ppm)	5.7	1.7	1.0	5.1
D-971 Interfacial Tension (dynes/cm)	45	45	49	38
D-974 Acid Neutralization (mg KOH/g)	0.02	0.02	0.01	0.02
D-1500 Color	<2.5	<2.0	<2.5	<2.0
D-1524 Visual	Pass	Pass	Pass	Pass
D-877 Dielectric (kV)	48.9	47.9	45.0	
D-1816 Dielectric (kV 1mm-C)				
D-1816 Dielectric (kV 2mm-C)				63.1
D-1298 Specific Gravity	0.8850	0.8830	0.8760	0.8805
D-924 Pwr Factor (25°C) (%)			0.018	0.007
D-924 Pwr Factor (100°C) (%)				
D-1698 Sediment (%)		0		
D-1275B Corrosive Sulfur				
EPA 8082 PCB by Method 8082 (ppm)				
Relative Saturation (%)	11.8%	2.8%	1.3%	7.5%

Comments: Meets IEEE C57.106-2008 acceptable levels.

*PCB result by JACO Analytical Laboratory NY NELAC Cert. Lab # 11384

Test performed by: Haley Garza

Our test results relate only to the sample tested. The analysis, opinion, or interpretation contained in this report are based on the material and information supplied by the client. Any alterations or omissions expressed represent the best judgment of JACO Analytical Laboratory, Inc. JACO Analytical Laboratory, Inc. assumes no warranty or representation, expressed or implied as to the condition, productivity, or proper operation of any equipment or other property by which this report may be used or relied upon for any reason whatsoever. JACO Analytical Laboratory, Inc. does not imply that the chemicals of the sample received by this laboratory are the same as all such material in the environment from which the sample was taken. This test report shall not be reproduced, accepted, or used without written approval of the laboratory.

Authorized by: 
DGA/OQ Laboratory Supervisor

Rev 02/01/2014

**JACO Analytical Laboratory**

103 12th Ave SW Ephrata, WA 98823

Ph (509) 754-5725 Fax (509) 754-4239

OS Test Report

Company: KVA Electric, Inc.	Manufacturer: GE	Report Date: 3/10/2015
Address: 25829 Jim Creek Road	Serial: F965188	Company ID: City of McCleary
City, State: Arlington, WA 98223	Cooling Type:	Unit #: Phase A
Substation: 4180 Sub	MVA: 1.25	PCB:
Sampled by: RW	kV: 69	Syringe # 29E11285
Contact: Kevin Duncan	Gallons: 440	Bottle # 29E11285
		Lab Control # 29E11285-03042015

ASTM D-2668 Oxidation Inhibitor

Collection Date:	7/24/2013	2/27/2015
2,6-di-tertiary-butyl paracresol (DBPC) (%)	0.263	0.263
Comments: Acceptable for in-service Type II (0.09% min)		

ASTM D-1698 Sediment

Collection Date:	
Sediment & soluble sludge (%)	
Comments:	

ASTM D-7151 Metals in Oil Analysis

Collection Date:	2/10/2011	03/01/2013	7/24/2013	2/27/2015
Silver (Ag) (ppm)	0	0	0	0
Aluminum (Al) (ppm)	0	0	0	0
Copper (Cu) (ppm)	0	0	0	0
Iron (Fe) (ppm)	0	0	1	0
Lead (Pb) (ppm)	0	0	0	0
Silicon (Si) (ppm)	1	0	0	1
Tin (Sn) (ppm)	0	0	0	0
Zinc (Zn) (ppm)	0	2	0	0
Comments: No apparent issues with wear metals at sampling.				

ASTM D-5837 Furans in Oil Analysis

Collection Date:	
Furanic Compound	Report Limit
2-Furaldehyde	10 (ppb)
5-Hydroxy-methyl-	10 (ppb)
2-Acetyl-furan	10 (ppb)
5-Methyl-2- furaldehyde	10 (ppb)
2-Furyl alcohol	10 (ppb)
Estimated DP	
Estimated Operating Age	
*BRL = Below Reporting Limit	
Diagnostics: Reporting Limit 10ppb. New insulation with a high degree of mechanical strength will typically have a Degree of Polymerization (DP) of 1000-1300. "Middle Aged" paper is approximately 500 and paper with less than 250 is in its "Old Age". Severely degraded insulation with a DP of 150 or less will have very little mechanical strength and may result in a transformer failure. Estimates are based on transformers filled with mineral oil.	
Comments:	

1. This test is conducted by a subcontracted laboratory. 2. Subcontracted laboratory has received ISO Standard 17025 accreditation for this test.

**JACO Analytical Laboratory**

103 12th Ave SW Ephrata, WA 98823

Ph (509) 754-5725 Fax (509) 754-4239

Standard Test Report

Company: KVA Electric, Inc.	Manufacturer: Standard	Report Date: 3/10/2015
Address: 25829 Jim Creek Road	Serial: 177065	Company ID: City of McCleary
City, State: Arlington, WA 98223	Cooling Type:	Unit #: Phase B
Substation: 4160 Sub	MVA: 1.25	PCB:
Sampled by: RW	kV: 69	Syringe # 29E13027
Contact: Kevin Duncan	Gallons: 550	Bottle # 29E13027
		Lab Control # 29E13027-03042015

ASTM D3612C Dissolved Gas Analysis (Expressed in ppm's)

Collection Date:		2/10/2011	3/1/2013	7/24/2013	1/3/2014	2/27/2015
Hydrogen (H ₂):	(ppm)	0	0	0	0	53
Methane (CH ₄):	(ppm)	1	2	1	1	1
Ethane (C ₂ H ₆):	(ppm)	0	0	0	0	0
Ethylene (C ₂ H ₄):	(ppm)	20	25	19	13	18
Acetylene (C ₂ H ₂):	(ppm)	0	0	0	0	0
Carbon Monoxide (CO):	(ppm)	51	69	61	28	47
Carbon Dioxide (CO ₂):	(ppm)	1470	1104	1118	1034	1329
Nitrogen (N ₂):	(ppm)	43654	69674	51546	26936	40212
Oxygen (O ₂):	(ppm)	14637	21482	13885	11546	15363
Total Combustible Gas:	(ppm)	72	95	81	42	120
Total Gas in Oil:	(ppm)	59834	92355	66630	39558	57024

Comments: Meets condition 1 in IEEE Std. C57.104-2008.

Test performed by: Cyndi Ray

Oil Quality

Collection Date:		2/10/2011	3/1/2013	7/24/2013	1/3/2014	2/27/2015
D-1533B Oil Temp:	(°C)	13	32	25	27	30
D-1533B Moisture	(ppm)	1.7	1.7	3.8	1.7	9.1
D-971 Interfacial Tension	(dynes/cm)	45	46	48	36	37
D-974 Acid Neutralization	(mg KOH/g)	0.02	0.02	0.03	0.02	0.02
D-1500 Color		<1.5	<1.5	<2.0	<2.0	<2.0
D-1524 Visual		Pass	Pass	Pass	Pass	Pass
D-877 Dielectric	(kV)	47.7	46.9	42.5		
D-1816 Dielectric	(kV 1mm-C)				65.3	53.5
D-1816 Dielectric	(kV 2mm-C)					
D-1298 Specific Gravity		0.8850	0.8870	0.8850	0.8830	0.8850
D-924 Pwr Factor (25°C)	(%)			0.023	0.025	0.016
D-924 Pwr Factor (100°C)	(%)					
D-1698 Sediment	(%)		0			
D-1275B Corrosive Sulfur						
EPA 8062 PCB by Method 8082	(ppm)					
Relative Saturation	(%)	4.2%	1.9%	5.6%	2.3%	11.0%

Comments: Meets IEEE C57.106-2006 acceptable levels.

*PCB result by JACO Analytical Laboratory NY NELAC Cert. Lab # 11384

Test performed by: Haley Garza

This test results relate only to the sample tested. The analyses, opinion, or interpretation contained in this report are based upon material and information supplied by the client. Any interpretation or opinion expressed herein is the best judgment of JACO Analytical Laboratory, Inc. JACO Analytical Laboratory, Inc. assumes no responsibility and makes no warranty, expressed or implied as to the condition, suitability or proper operation of any equipment or other property by which this report may be used or relied upon for any reason whatsoever. JACO Analytical Laboratory, Inc. does not imply that the contents of the sample received by this laboratory are the same as all such material in the environment from which the sample was taken. This test report shall not be reproduced except in full, without written approval of the laboratory.

Authorized by:

DGA/OQ Laboratory Supervisor

Rev 02/01/2014

**JACO Analytical Laboratory**

103 12th Ave SW Ephrata, WA 98823

Ph (509) 754-5725 Fax (509) 754-4239

OS Test Report

Company: KVA Electric, Inc.	Manufacturer: GE	Report Date: 3/10/2015
Address: 25829 Jim Creek Road	Serial: 177065	Company ID: City of McCleary
City, State: Arlington, WA 98223	Cooling Type:	Unit #: Phase B
Substation: 4160 Sub	MVA: 1.25	PCB:
Sampled by: RW	kV: 69	Syringe # 29E13027
Contact: Kevin Duncan	Gallons: 550	Bottle # 29E13027
		Lab Control # 29E13027-03042015

ASTM D-2668 Oxidation Inhibitor

Collection Date:	2/10/2011	7/24/2013	1/3/2014	2/27/2015
2,6-di-tertiary-butyl paracresol (DBPC) (%)	0.348	0.336	0.332	0.299
Comments: Acceptable for in-service Type II (0.09% min)				

ASTM D-1698 Sediment

Collection Date:	
Sediment & soluble sludge (%)	
Comments:	

ASTM D-7151 Metals in Oil Analysis

Collection Date:	2/10/2011	03/01/2013	7/24/2013	2/27/2015
Silver (Ag) (ppm)	0	0	0	0
Aluminum (Al) (ppm)	0	0	0	0
Copper (Cu) (ppm)	0	0	0	0
Iron (Fe) (ppm)	0	0	1	0
Lead (Pb) (ppm)	0	0	0	1
Silicon (Si) (ppm)	1	0	0	0
Tin (Sn) (ppm)	0	0	0	0
Zinc (Zn) (ppm)	0	2	0	0
Comments: No apparent issues with wear metals at sampling.				

ASTM D-5837 Furans in Oil Analysis

Collection Date:	2/10/2011	03/01/2013	7/24/2013	1/3/2014
Furanic Compound	Report Limit			
		0	0	0
		0	0	0
2-Furaldehyde	10 (ppb)	0	0	0
5-Hydroxy-methyl-	10 (ppb)	0	0	0
2-Acetylfuran	10 (ppb)	0	0	0
5-Methyl-2- furaldehyde	10 (ppb)	1	0	0
2-Furyl alcohol	10 (ppb)	0	0	0
		0	1	0
Estimated DP				
Estimated Operating Age				
*BRL = Below Reporting Limit				
Diagnostics: Reporting Limit 10ppb. New insulation with a high degree of mechanical strength will typically have a Degree of Polymerization (DP) of 1000-1300. "Middle Aged" paper is approximately 500 and paper with less than 250 is in its "Old Age". Severely degraded insulation with a DP of 150 or less will have very little mechanical strength and may result in a transformer failure. Estimates are based on transformers filled with mineral oil.				
Comments:				

1. This test is conducted by a subcontracted laboratory. 2. Subcontracted laboratory has received ISO Standard 17025 accreditation for this test.



JACO Analytical Laboratory
103 12th Ave SW Ephrata, WA 98823
Ph (509) 754-5725 Fax (509) 754-4239

Standard Test Report

Company: KVA Electric, Inc.	Manufacturer: Standard	Report Date: 3/10/2015
Address: 25829 Jim Creek Road	Serial: 177064	Company ID: City of McCleary
City, State: Arlington, WA 98223	Cooling Type:	Unit #: Phase C
Substation: 4160 Sub	MVA: 1.25	PCB:
Sampled by: RW	kV: 69	Syringe #: 29E13025
Contact: Kevin Duncan	Gallons: 550	Bottle #: 29E13025
		Lab Control #: 29E13025-03042015

ASTM D3612C Dissolved Gas Analysis (Expressed in ppm's)

Collection Date:	2/10/2011	3/1/2013	7/24/2013	1/3/2014	2/27/2015
Hydrogen (H ₂):	(ppm) 0	20	6	0	7
Methane (CH ₄):	(ppm) 2	3	2	2	2
Ethane (C ₂ H ₆):	(ppm) 2	0	0	0	0
Ethylene (C ₂ H ₄):	(ppm) 50	57	57	40	50
Acetylene (C ₂ H ₂):	(ppm) 0	0	0	0	0
Carbon Monoxide (CO):	(ppm) 109	103	153	95	144
Carbon Dioxide (CO ₂):	(ppm) 2395	1847	2064	2280	2542
Nitrogen (N ₂):	(ppm) 40842	157286	67023	25	40200
Oxygen (O ₂):	(ppm) 12579	34332	14694	11758	12952
Total Combustible Gas:	(ppm) 162	182	219	137	203
Total Gas in Oil:	(ppm) 55778	193647	84000	14200	55898

Comments: Meets condition 2 in IEEE Std. C57.104-2008.

Gas levels indicate cellulose insulation aging.

Test performed by: Cyndi Ray

Oil Quality

Collection Date:	2/10/2011	3/1/2013	7/24/2013	1/3/2014	2/27/2015
Oil Temp: (°C)	8	22	27	25	30
D-1533B Moisture (ppm)	2.3	2.3	2.2	1.7	8.0
D-971 Interfacial Tension (dynes/cm)	46	46	47	38	39
D-974 Acid Neutralization (mg KOH/g)	0.01	0.02	0.02	0.03	0.02
D-1500 Color	<2.0	<2.0	<2.0	<2.0	<2.0
D-1524 Visual	Pass	Pass	Pass	Pass	Pass
D-877 Dielectric (kV)	44.4	49.3	43.7	61.9	
D-1816 Dielectric (kV 1mm-C)					
D-1816 Dielectric (kV 2mm-C)					57.9
D-1298 Specific Gravity	0.8880	0.8880	0.8850	0.8835	0.8860
D-924 Pwr Factor (25°C) (%)			0.027	0.033	0.019
D-924 Pwr Factor (100°C) (%)					
D-1698 Sediment (%)		0			
D-1275B Corrosive Sulfur					
EPA 8082 PCB by Method 8082 (ppm)	<1				
Relative Saturation (%)	7.0%	3.8%	3.0%	2.5%	9.7%

Comments: Meets IEEE C57.106-2006 acceptable levels.

*PCB result by JACO Analytical Laboratory NY NELAC Cert. Lab # 11384

Test performed by: Haley Garza

This test results relate only to the sample tested. The analysis, reports, or interpretations contained in this report are based upon material and information supplied by the client. Any interpretations or reports expressed herein are the best judgment of JACO Analytical Laboratory, Inc. JACO Analytical Laboratory, Inc. assumes no responsibility and makes no warranty or representation, expressed or implied as to the condition, conductivity or proper operation of any equipment or other property by which this report may be used or relied upon for any reason whatsoever. JACO Analytical Laboratory, Inc. does not imply that the samples received by this laboratory are the same as all such material in the environment from which the sample was taken. This test report shall not be reproduced except in full, without written approval of the laboratory.

Authorized by: 
DGA/OQ Laboratory Supervisor

Rev 02/01/2014



JACO Analytical Laboratory

103 12th Ave SW Ephrata, WA 98823

Ph (509) 754-5725 Fax (509) 754-4239

OS Test Report

Company: KVA Electric, Inc.	Manufacturer: GE	Report Date: 3/10/2015
Address: 25829 Jim Creek Road	Serial: 177064	Company ID: City of McCleary
City, State: Arlington, WA 98223	Cooling Type:	Unit #: Phase C
Substation: 4160 Sub	MVA: 1.25	PCB:
Sampled by: RW	kV: 69	Syringe # 29E13025
Contact: Kevin Duncan	Gallons: 550	Bottle # 29E13025
		Lab Control # 29E13025-03042015

ASTM D-2668 Oxidation Inhibitor

Collection Date:	2/10/2011	7/24/2013	1/3/2014	2/27/2015
2,6-ditertiary-butyl paracresol (DBPC) (%)	0.365	0.356	0.345	0.323
Comments: Acceptable for in-service Type II (0.09% min)				

ASTM D-1698 Sediment

Collection Date:	
Sediment & soluble sludge (%)	
Comments:	

ASTM D-7151 Metals in Oil Analysis

Collection Date:	2/10/2011	03/01/2013	7/24/2013	1/3/2014	2/27/2015
Silver (Ag) (ppm)	0	0	0	0	0
Aluminum (Al) (ppm)	0	0	0	0	0
Copper (Cu) (ppm)	0	0	0	0	0
Iron (Fe) (ppm)	0	0	1	0	0
Lead (Pb) (ppm)	1	0	0	0	0
Silicon (Si) (ppm)	1	0	0	0	0
Tin (Sn) (ppm)	0	0	0	0	0
Zinc (Zn) (ppm)	0	1	0	0	0
Comments: No apparent issues with wear metals at sampling.					

ASTM D-5837 Furans in Oil Analysis

Collection Date:	2/10/2011	03/01/2013	7/24/2013	1/3/2014
Furanic Compound	Report Limit	0	0	0
2-Furaldehyde	10 (ppb)	0	0	0
5-Hydroxy-methyl-	10 (ppb)	0	0	0
2-Acetyl furan	10 (ppb)	0	0	0
5-Methyl-2- furaldehyde	10 (ppb)	1	0	0
2-Furyl alcohol	10 (ppb)	0	0	0
		0	1	0
Estimated DP				
Estimated Operating Age				
*BRL = Below Reporting Limit				
Diagnostics: Reporting Limit 10ppb. New insulation with a high degree of mechanical strength will typically have a Degree of Polymerization (DP) of 1000-1300. "Middle Aged" paper is approximately 500 and paper with less than 250 is in its "Old Age". Severely degraded insulation with a DP of 150 or less will have very little mechanical strength and may result in a transformer failure. Estimates are based on transformers filled with mineral oil.				
Comments:				

1. This test is conducted by a subcontracted laboratory. 2. Subcontracted laboratory has received ISO Standard 17025 accreditation for this test.

STAFF REPORT

To: Mayor Dent
From: Todd Baun- Director of Public Works
Date: March 20, 2015
Re: Accident Prevention Program

On January 14th, 2015, the City had a Labor and Industries (L&I) consultation at our Light and Power shop. We were found to have several serious hazards and general hazards that were identified. Light and Power has done a great job at correcting all the hazards except the hazards that involve the Accident Prevention Program. (APP). That is where I have been working with our crews and safety committee to update and basically create a new APP for the City to use. Creating this has taken many hours from start to completion of the roughly 150+ pages of this program.

I have a draft copy available for review if you would like to read it and make suggestions or have any comments.

Action Requested:

Please accept this draft and adopt as the City of McCleary Accident Prevention Program.

STAFF REPORT

To: Mayor Dent
From: Todd Baun- Director of Public Works
Date: May 19th, 2015
Re: Grays Harbor County Hazard Mitigation Plan Participation

I have contacted Charles Wallace, Deputy Director of Grays Harbor Emergency Management, about participation with the Hazard Mitigation Plan. He is under the belief that all cities in Grays Harbor will be participating in construction of this plan. He also provided the following information.

The current Grays Harbor County Hazard Mitigation Plan will expire in January 2017. In preparation of drafting a new Hazard Mitigation Plan, Grays Harbor County Emergency Management will be drafting a grant proposal to include all interested jurisdictions, cities, fire districts and special districts into one plan. There will be no cost for the grant proposal and should we obtain the grant funding, there will be no cost for any jurisdiction, city, fire district or special district who wish to participate in the Hazard Mitigation Plan process and be added to the plan.

Attached please find a Letter of Agreement and Planning Partner Expectations for those who wish to participate in the process and be included in the new Hazard Mitigation Plan. Please review both documents and share with your superiors and those who you believe will need to be a part of the process for your jurisdiction, city, fire district or special district. If you have questions, please feel free to call me at (360) 580-2281 and we can discuss your question, comment or concern.

MITIGATION PLANNING

The purpose of mitigation planning is to identify policies and actions that can be implemented over the long term to reduce risk and future losses. **Mitigation Plans** form the foundation for a community's long-term strategy to reduce disaster losses and break the cycle of disaster damage, reconstruction, and repeated damage. The planning process is as important as the plan itself. It creates a framework for risk-based decision making to reduce damages to lives, property, and the economy from future disasters.

States, Local and Tribal governments benefit from mitigation planning by:

- Identifying cost effective actions for risk reduction that are agreed upon by stakeholders and the public
- Focusing resources on the greatest risks and vulnerabilities
- Building partnerships by involving people, organizations, and businesses
- Increasing education and awareness of hazards and risk
- Communicating priorities to state and federal officials
- Aligning risk reduction with other community objectives

Hazard Mitigation Assistance Programs

FEMA's Hazard Mitigation Assistance (HMA) grant programs provide funding for eligible mitigation activities that reduce disaster losses and protect life and property from future disaster damages. Currently, FEMA administers the Hazard Mitigation Grant Program (HMGP), the Flood Mitigation Assistance (FMA) Program, and the Pre-Disaster Mitigation (PDM) Program.

- HMGP assists in implementing long-term hazard mitigation measures following a major disaster
- PDM provides funds for hazard mitigation planning and projects on an annual basis
- FMA provides funds for projects to reduce or eliminate risk of flood damage to buildings that are insured under the National Flood Insurance Program (NFIP) on an annual basis

FEMA's HMA programs provide funding for eligible mitigation activities. Commonly funded mitigation activities include:

- Acquisition – commonly known as a “buyout” is the most permanent form of mitigation. It removes the home completely and the land is converted into open space (e.g. a park). The acquisition process is strictly voluntary. FEMA encourages all homeowners in affected communities to be sure they get all of the information needed about buyouts so they can make the best decision for their families and communities.
- Dry Floodproofing – techniques applied to keep structures temporarily watertight (e.g. sealing a structure to keep floodwaters out)
- Elevation – involves physically raising an existing structure to the base flood elevation level or higher
- Minor Localized Flood Reduction – lessens the frequency or severity of flooding by creating retention/detention basins
- Safe Room Construction – designed to provide immediate life-safety protection for limited at-risk population that cannot evacuate out of harm's way before an event – This includes Tsunami Evacuation projects

Action Requested:

Please review the Letter of Agreement and Planning Partner Expectations and let me know of any concerns or questions that you may have.

Grays Harbor County Hazard Mitigation Plan

MULTI- JURISDICTIONAL MITIGATION PLAN LETTER OF AGREEMENT

THIS AGREEMENT is made and entered into by and between Grays Harbor County Department of Emergency Management and _____ committing the jurisdiction's participation in the process to review, amend, and update a Multi-Jurisdictional Hazard Mitigation Plan, formalizing the planning process, and establishing a Hazard Mitigation Planning Committee providing for a public involvement process and setting a schedule for completion, pursuant to the Disaster Mitigation Act of 2000 (44 CFR 201.6).

WHEREAS, the Federal Disaster Mitigation Act of 2000 requires that for all disasters declared on or after November 1, 2004, local and tribal government applicants for sub-grants following any disaster, must have an approved local mitigation plan in accordance with 44 CFR 201.6 prior to receipt of Hazard Mitigation Grant Program project funding; and

WHEREAS, the Federal Disaster Mitigation Act of 2000 requires that for Hazard Mitigation Grant Program project funding on or after November 1, 2003, local and tribal government applicants must have an approved local mitigation plan in accordance with 44 CFR 201.6 prior to receipt of project funding; and

WHEREAS, the _____ in partnership with other entities including Grays Harbor County, is participating in the review, amendment, and update of an existing Multi-Jurisdictional Hazard Mitigation Plan; and

WHEREAS, the local mitigation plan represents the commitment of jurisdictions to reduce risks from multiple hazards, serving as a guide for decision makers as they commit resources to reducing the effects of natural hazards, and is in the public interest to proceed with the multi-jurisdictional grant application and planning process in a timely manner; and

WHEREAS, an open public involvement process is essential to the development of an effective plan, and the process will be coordinated with affected jurisdictions, agencies, businesses, academia and other private and non-profit interests in the county to insure a comprehensive approach to mitigating the effects of natural disasters; and

WHEREAS, the plan shall include documentation of the planning process and a risk assessment that provides the factual basis for activities proposed in the strategy to reduce losses, sufficient to enable each jurisdiction to identify and prioritize appropriate mitigation actions, a detailed mitigation strategy that provides the blueprint for reducing the potential losses identified in the risk assessment, a five-year cycle for plan maintenance, and documentation of formal adoption by each participating jurisdiction; and

THEREFORE, is mutually agreed that

- 1) The jurisdiction of _____ authorizes participation in a Multi-Jurisdictional Hazard Mitigation Plan review, amend, and update process;
- 2) That the planning process be organized to prepare the plan through a Hazard Mitigation Planning Committee composed of public representatives and staff from those jurisdiction departments that will be implementing the majority of the plan's recommendations;
- 3) That the public be involved through invitation to comment during the planning process using a variety of means such as public meetings, public information activities, and written comments;
- 4) That a draft plan will be presented to each jurisdiction for consideration and action;
- 5) That the process be concluded by the end of the grant agreement.

Signature: _____

(Jurisdiction)

Date: _____

Signature: _____

Charles Wallace
Grays Harbor Department of Emergency Management

Date: _____

PLANNING PARTNER EXPECTATIONS

ACHIEVING DMA COMPLIANCE FOR ALL PLANNING PARTNERS

One of the goals of the multi-jurisdictional approach to hazard mitigation planning is to achieve compliance with the Disaster Mitigation Act (DMA) for all participating members in the planning effort. There are several different groups who will be involved in this process at different levels. In order to provide clarity, the following is a general breakdown of those groups: the planning team, which is customarily the Bridgeview Consulting Team and those actually responsible for the plan's written development; the Steering Committee, which represent members from the planning partnership that serve as the oversight body, assuming responsibility for many of the planning milestones prescribed for this process to help reduce the burden of time required by each planning partner; the planning partners are those jurisdictions or special purpose districts that are actually developing an annex to the regional plan; and the planning stakeholders, which are the individuals, groups, businesses, academia, etc., from which the planning team gains information to support the various elements of the plan.

DMA compliance requires that participation be defined in order to maintain eligibility with respect to meeting the requirements which allow a jurisdiction or special purpose district to develop an annex to the base plan. To achieve compliance for *all* partners, the plan must clearly document how each planning partner that is seeking linkage to the plan participated in the plan's development. The best way to do this is to clearly define "participation". For this planning process, "participation" is defined by the following criteria:

- ✓ **The Estimated level of effort.** It is estimated that the total time commitment to meet these "participation" requirements for a planning partner not participating on the Steering Committee would be ***approximately 40 hours over the nine (9) to 12 month period.*** Approximately sixty percent of this time would be allocated to meeting items F through L described below. This time is reduced somewhat for special purpose districts.
- ✓ **Participate in the process.** As indicated, it must be documented in the plan that each planning partner "participated" in the process to the best of your capabilities. There is flexibility in defining "participation," which can vary based on the type of planning partner (i.e.: City or County, vs. a Special Purpose District) involved. However, the level of participation must be defined at the on-set of the planning process, and we must demonstrate the extent to which this level of participation has been met for each partner. This planning process may elect to utilize a Steering Committee that will assume responsibility for many of the planning milestones prescribed for this process to help reduce the burden of time required by each planning partner. This committee will be representative of the whole body. This committee will meet periodically (frequency to be determined by the committee) throughout the process and provide direction and guidance to the planning team. Steering Committee meetings are not mandatory meetings for

Planning Partner Expectations
Grays Harbor County Multi-Hazard Mitigation Plan-Update

all planning partners. If you are not on the committee, your attendance is not mandatory at every meeting; however, it is our hope that all planning partners will attempt to remain engaged with this process. The planning team will also request support from the partnership during the public involvement phase of the planning process. Support could be in the form of providing venues for public meetings, attending these meetings as meeting participants, providing technical support, etc.

- ✓ **Duration of planning process.** This process is anticipated to take nine (9) to 12 months to complete (not including state and FEMA review). It will be easy to become disconnected with the process objectives if you do not participate in some of these meetings to some degree.
- ✓ **Facility Update.** One option for this planning effort will be the opportunity to identify critical and essential facilities. Each planning partner will be requested to update their facilities list for use during the risk assessment. If the list is not updated, Hazus default data will be utilized. Updating this list provides a much more detailed analysis.
- ✓ **Consistency Review.** All planning partners will be asked to identify their capabilities during this process. This capability assessment will require a review of existing documents (plans, studies and ordinances) pertinent to each jurisdiction to identify policies or recommendations that are consistent with those in the “base” plan or have policies and recommendations that complement the hazard mitigation initiatives selected (i.e.: comp plans, basin plans or hazard specific plans).
- ✓ **Action/Strategy Review.** All previous planning partners will be required to perform a review of the strategies from their respective prior action plan to: determine those that have been accomplished and how they were accomplished; and why those that have not been accomplished were not completed. Note – even if your plan has expired, it is still considered an update, and not a new plan. The planning team will be available to assist with this task.
- ✓ **Plan must be adopted by each jurisdiction.**

One of the benefits to multi-jurisdictional planning is the ability to pool resources. This means more than monetary resources. Resources such as staff time, meeting locations, media resources, technical expertise will all need to be utilized to generate a successful plan. In addition, these resources can be pooled such that decisions can be made by a peer group applying to the whole and thus reducing the individual level of effort of each planning partner. If the planning partnership elects to proceed in this fashion, this will be accomplished by the formation of a steering committee made up of planning partners and other “stakeholders” within the planning area. The size and makeup of this steering committee will be determined by the planning partnership during our kick-off meeting. This body will assume the decision making responsibilities on behalf of the entire partnership. This will streamline the planning process by reducing the number of

Planning Partner Expectations

Grays Harbor County Multi-Hazard Mitigation Plan-Update

meetings that will need to be attended by each planning partner. The assembled Steering Committee for this effort will meet regularly on an as-needed basis as determined by the planning team, and will provide guidance and decision making during all phases of the plan's development.

With the above participation requirements in mind, each planning partner will be asked to aid this process by being prepared to develop its own section of the plan. To be an eligible planning partner in this effort, each Planning Partner will be asked to provide the following:

- A. A "Letter of Intent to participate" or Resolution to participate to the Planning Team (see exhibit A).
- B. Designate a lead point of contact for this effort. This designee will be listed as the hazard mitigation point of contact for your jurisdiction in the plan.
- C. Identify their hourly rate of pay for this point of contact, which will be used to calculate the in-kind match for the grant that is funding this project.
- D. Approve the Steering Committee (if the planning partnership elects to utilize the Steering Committee method).
- E. If requested, provide support in the form of mailing list, possible meeting space, and public information materials, such as newsletters, newspapers or direct mailed brochures, required to implement the public involvement strategy developed during this planning process.
- F. Participate in the process. There will be many opportunities as this plan evolves to participate. Opportunities such as:
 - a. Steering Committee or Planning Team meetings
 - b. Public meetings or open houses
 - c. Workshops/ Planning Partner specific training sessions
 - d. Public review and comment periods prior to adoption

At each and every one of these opportunities, attendance will be recorded. Attendance records will be used to document participation for each planning partner. Thresholds will be established as minimum levels of participation at the initial kick-off meeting. While attendance at every meeting will not be practical, each planning partner should attempt to attend as many meetings and events as possible, but must attend the minimum established.

- G. There will be **mandatory** workshops that all planning partners will be required to attend. These workshops will cover specific items, one of which will be the proper completion of the jurisdictional annex template which is the basis for each

Planning Partner Expectations

Grays Harbor County Multi-Hazard Mitigation Plan-Update

partner's jurisdictional chapter in the plan. Failure to have a representative at these mandatory workshops will disqualify the planning partner from participation in this effort. The scheduling for these workshops will be far enough in advance to allow the planning partners to attend.

- H. In addition to participation in the mandatory workshops, each partner will be required to complete their annex document, and provide it to the planning team in the time frame established. Technical assistance in the completion of these annexes will be available from the planning team, but the actual writing of the annex document is the responsibility of each planning partner. Failure to complete your annex in the required time frame *may* lead to disqualification from the partnership.
- I. Each partner will be asked to perform a "consistency review" of all technical studies, plans, ordinances specific to hazards to determine the existence of any not consistent with the same such documents reviewed in the preparation of the County (parent) Plan.
- J. Each partner will be asked to review the Risk Assessment and identify hazards and vulnerabilities specific to its jurisdiction. Contract resources will provide the jurisdiction specific mapping and technical consultation to aid in this task, but the determination of risk and vulnerability will be up to each partner (through a facilitated process during one of the mandatory workshops).
- K. Each partner will be asked to review and determine if the mitigation recommendations chosen in the parent plan will meet the needs of its jurisdiction. Projects within each jurisdiction consistent with the parent plan recommendations will need to be identified and prioritized, and reviewed to determine their benefits vs. costs.
- L. Each partner will be required to create its own action plan that identifies each project, who will oversee the task, how it will be financed and when it is estimated to occur.
- M. Each partner will be required to formally adopt the plan.

Planning tools and instructions to aid in the compilation of this information will be provided to all committed planning partners. Each partner will be asked to complete their annexes in a timely manner and according to the timeline established during the initial planning meeting.

**** Note**:** Once this plan is completed, and FEMA approval has been determined for each partner, maintaining that eligibility will be dependent upon each partner implementing the plan implementation-maintenance protocol identified in the plan.

Planning Partner Expectations
Grays Harbor County Multi-Hazard Mitigation Plan-Update

Exhibit B

(Current) Planning Team Contact Information

Name	Representing	Address	Phone	e-mail
Chuck Wallace	Grays Harbor County DEM	310 West Spruce Street Montesano, WA 98563	(360)-249-3911	cwallace@co.grays-harbor.wa.us
Beverly O'Dea	Bridgeview Consulting, LLC.	915 No. Laurel Lane Tacoma, WA 98406	(253) 301-1330	Bevodea@bridgeviewconsulting.org

STAFF REPORT

To: Mayor Dent
From: Todd Baun- Director of Public Works
Date: May 19, 2015
Re: Firework Stand Permit

The Olympic Christian Center has applied for a fireworks stand permit and building permit as they have done for the last few years. Historically, the approval decision has been the City Council's as it relates to the sale of merchandise within the public right-of-way in conjunction with the Building Official's review for fire and safety inspections.

They are also asking permission to set up in the same area that they have set up the past several years.

In accordance with RCW 70.77.395, it is legal to sell fireworks from June 28 through July 5.

Action Requested:

Authorize the City to issue a fireworks stand permit allowing the sale of fireworks in accordance with RCW 70.77.395.

Authorize the set up of their stand in the parking lot along Summit Rd.



FIRE PROTECTION BUREAU
FIREWORKS LICENSING PROGRAM
PO Box 42600
Olympia WA 98504-2600
(360) 596-3914 FAX: (360) 596-3934



APPLICATION
FOR RETAIL FIREWORKS STAND PERMIT

TO	Governing body of city, town, or county in which fireworks stand will be located.	DATE OF APPLICATION	
Applicant Name <u>Olympic Christian Center</u>		Address, City, State <u>PO Box 5 McCleary WA 98557</u>	
Sponsor (If other than applicant)		Address, City, State	
Location of proposed fireworks stand [Enclose drawing of stand location] <u>Beerbower Park - Parking lot</u>			
Manner and place of storage prior, during, and after sales dates <u>Prior: 7523 Chinook St NE Oly During: In Stand After: Same as Prior</u>			
State-Licensed Fireworks Supplier <u>Thunder Fireworks</u>			

FIREWORKS STAND PERMIT

For the Fireworks Sales Year of: 2015
(Must be conspicuously displayed at all times while the stand is open to the public)

By virtue of having been granted a license by the State of Washington and this permit from CITY OF MCCLEARY as the local governing authority, the named person, firm or organization is hereby authorized to sell U.N. 0336 1.4G Consumer fireworks at the location designated herein between the following date and times:

Sales for July 4 th		Sales for December 31 st	
From: <u>JUNE 28TH 2015</u>	From: <u>X</u>	From: <u>X</u>	
To: <u>JULY 5TH 2015</u>	To: <u>X</u>	To: <u>X</u>	
Sponsor <u>OLYMPIC CHRISTIAN CENTER</u>			
Location <u>BEERBOWER PARK RIGHT OF WAY</u>			
/s/ <u>[Signature]</u> Signature of Official Granting Permit		/s/ <u>[Signature]</u> Signature of Applicant	
Title <u>ACTING BUILDING OFFICIAL</u>		Agency <u>CITY OF MCCLEARY</u>	
Date <u>MAY 1, 2015</u>		Permit Number <u>2015.011.FW001</u>	
Licensee Name <u>OLYMPIC CHRISTIAN CENTER</u>		License Number <u>WSPFL-00660</u>	

**CITY OF McCLEARY
BUILDING PERMIT APPLICATION**

Date of Application: 4/27/2015 Project Valuation \$ _____

Commercial _____ Residential _____ Other X

Job / Project Address Beerbower Park

Legal Description: Lot: _____ Block: _____ Plat: _____

Owner: Olympic Christian Center Phone _____

Mailing Address P.O. Box 27, McCleary, WA 98557

Contractor Norm Orffner Phone 360-481-7000

Office Address _____

Contractor's Registration Number _____

Verification that a Contractor's Registration is current (Copy of License) RCW 19.27.110)

Architect _____ Phone _____

Office Address _____

Interim Construction Loan Lender or firm holding payment bond (RCW 19.27.095)

Address _____

Description of Work Fireworks Stand + Sales

SITE PLAN (showing setbacks)

Bath Rooms

Beerbower Park

No smoking sign
within 20'

Side Walk

Fireworks Stand

5' setback

(2) APPROVED PRESSURIZED 2 1/2 GAL. WATER TYPE FIRE EXTING.

No smoking signs
WITHIN 20'

*NO PARKING BOUNDARY
20'

CITY OF McCLEARY APPROVED PLANS
REVIEWED FOR CODE COMPLIANCE

DATE 5-1-15

APPROVED BY 

STAFF REPORT

To: Mayor Dent
From: Todd Baun, Director of Public Works
Date: May 22nd, 2015
Re: Water Line Replacement Materials Purchase

The City Public Works crew is scheduled to replace the water main between 4th Street and 5th Street along Maple Street. This project is to upgrade a small, failing 2" galvanized line with a new 8" plastic line and also add a hydrant. This project is also recommended by our engineers to improve fire flow in the area.

I have received 3 bids for materials to complete this project. They are as follows.

1. H.D. Fowler- \$7105.90 w/o sales tax
2. HD Supply Waterworks- \$7124.47 w/o sales tax
3. H.B. Jaeger- \$7903.90 w/o sales tax

Action Requested:

Please accept the low bid from H.D. Fowler for the cost of \$7105.90 w/o sales tax.

STAFF REPORT

To: Mayor Dent
From: Todd Baun, Director of Public Works
Date: May 22nd, 2015
Re: Dept. of Commerce Energy Efficiency Grant Contract

The Department of Commerce has awarded the City of McCleary with a Round Two Energy Efficiency grant for your LED Street Lighting Project. This grant is for \$32,500 with a \$32,500 match from the City.

This grant will replace all of our current High Pressure Sodium street lights with new energy efficient LED lights. If we choose to implement this grant, we will be saving 65,000 KWHr per year, which amounts to about \$3,000 per year.

Action Requested:

Please review the grant contract, and if acceptable, allow the mayor to enter the Grant contract with the Department of Commerce for the City of McCleary LED Street Lighting Project.

STAFF REPORT

To: Mayor Dent
From: Todd Baun, Director of Public Works
Date: May 22nd, 2015
Re: Zoning Amendment Referral

A request to modify the existing zoning ordinance has been received. A copy of the request follows this staff report. We have also included MMC Section 17.40.130, regarding amendments to the zoning ordinance for your reference.

This is our second opportunity to implement Ordinance 790, which was adopted in December 2012. You will notice that the language in MMC 17.40.130 directs the Planning Commission to set a public hearing and submit a written recommendation to the Council. Ordinance 790, specifically Section I.F, states that *"In the event that an application involves review and possible amendments to the comprehensive plan and the zoning code of the City, it shall be the responsibility of the planning commission or planning agency (Hearing Examiner), to whichever the matter has been referred by the Mayor and Council, to hold such public hearings as may be required and make recommendations to the Council..."*.

At this time, this topic is not for consideration, but for referral.

Staff Recommendation:

As the planning commission has one active member, and the Hearing Examiner is on call, it will likely be much more efficient to utilize the services of the Hearing Examiner.

Action Requested:

Please consider directing staff to coordinate with the Hearing Examiner to set the public hearing date, facilitate the public hearing, and prepare a written recommendation to Council.

05-22-15A10:05 PAID

May 21, 2015

Attn: City of McCleary

I am requesting an amendment to McCleary Municipal Code **17.20.030 Table of land uses for all zoning districts**. I propose to include Hospitals, medical clinics, medical offices as permitted use in district C-1. Thank you.

Sincerely,

A handwritten signature in dark ink, appearing to read 'L. Birindelli', written over a light blue horizontal line.

Larry Birindelli
111 W. Elma Hicklin Rd.
McCleary, WA 98557
(360) 470-1367

17.40.130 Amendments.

A. The city council may amend the text of the zoning ordinance, including the city of McCleary zoning map, whenever public necessity, convenience, or general welfare require such action and the proposed amendment is consistent with the city of McCleary comprehensive land use plan in accordance with RCW 35A.63.105.

B. Amendments to the text of the zoning ordinance may be initiated by:

1. One or more owners of property within the corporate boundaries of the city of McCleary;
2. A motion of the city council requesting the planning commission to set the matter for hearing; or,
3. A motion of the planning commission.

C. At the first meeting at which action may be taken occurring after the receipt of the request for amendment by the office of the clerk-treasurer, the commission shall set a date for a public hearing on the request. The hearing shall be set to occur no sooner than twenty days following the date of that meeting; provided that if any applicable law, ordinance, rule, or regulation requires the utilization of different time parameters for the particular hearing, those parameters shall be utilized; provided still further that, the hearing date may be continued from the date set if the commission determines that good cause supports such action.

Upon completion of its hearing, the planning commission shall submit a written recommendation to the city council as to the matters heard by it at its public hearing by filing it with the clerk-treasurer. This recommendation shall be tendered to the city council within sixty days after the close of the record provided that if any applicable law, ordinance, rule, or regulation requires the utilization of different time parameters for the particular submission, those parameters shall be utilized; provided still further that, the timing for submission may occur outside the time frames set forth above or continued from the date otherwise required if the commission determines that good cause supports such action.

Upon receipt of the commission's recommendation, the clerk-treasurer shall place the recommendation upon the agenda for the next regular meeting of the city council for commencement of consideration as set forth in subsection D of this section.

D. Upon receipt of the commission's recommendation on the matter heard by the commission, the city council shall at the next regular meeting of the council either set a time and place of public hearing thereon and order public notice as herein provided, or, if determines that no additional public hearing is necessary, set the matter on for consideration at its next regular council session. If at the time set for consideration without public hearing, the majority of the council determines it appropriate to schedule a public hearing, such hearing may be scheduled and held as provided for herein. So long as the council determines it has adequate information from the applicant and/or planning commission to make a decision, the council shall take final action within sixty days after the later of (1) any public hearing held by it or (2) the date of the consideration without public hearing. The council may issue its decision by passing an amendatory ordinance, by declining to amend, or by referring the matter back to the planning commission for further consideration. To the extent required by law, the council shall issue written findings of fact and conclusions of law in relation to the decision it makes. Written notice of the action taken by the city council shall be transmitted by the clerk-treasurer to the planning commission and/or to the applicant, if the matter was initiated by the filing of an application; provided that, for purposes of an appeal, the date of issuance of the council's decision shall be determined as provided in RCW 36.70C.040(4), as now existing or hereafter amended or succeeded.

E. The city council's decision shall be final unless an appeal is timely filed and perfected within ten days of the issuance of the notice of the decision provided for under subsection D or, if applicable, within the time period set forth under the provisions of RCW 36.70C, as now existing or hereafter amended or succeeded.

(Ord. 709 § 1 (part), 2004)

ORDINANCE NO. _____

**AN ORDINANCE ADOPTING A SUPPLEMENTAL BUDGET
FOR THE CALENDAR YEAR 2015; AMENDING
ORDINANCE 806 AS TO A PARTICULAR ELEMENT;
AND DECLARING AN EMERGENCY.**

R E C I T A L S:

1. Since the adoption of the budget for 2015, certain fiscal matters in relation to not only funding of the law enforcement agency of the City, but also the appropriate method of providing such services have been the subject of continued attention of the Citizens of the City, including the Mayor and Council. That attention has included analysis of the appropriate budget, negotiations with Grays Harbor County in relation to the terms and costs under which the Sheriff's Office would provide these services and with the Union representing the Police Officers.

2. This evening, in relation to these issues for the fiscal year 2016, the Council and Mayor have approved the submission to the City's voters a proposal requesting the authority to collect a special excess levy for collection in 2016. If approved, any funds received as a result of that levy will be restricted for use in funding the City's Police Department.

ORDINANCE -A- 1
5/18/2015
DG/1a

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98557

3. In the adoption of the City's budget for 2015, \$150,000.00 was reallocated from the expenditures to be utilized for funding of the Police Department and placed in an unallocated position. Those funds are still unallocated.

4. In light of the fact that the ballot proposition will not be decided until November's election, the Council finds it appropriate to reallocate the \$150,000.00 referenced in the prior recital to the Police Department's budget for the purpose of funding the Department's operations for the remainder of the year. To achieve that goal, it is recognized that the Department's administration will have to carefully manage the Department's operations

5. Thus, this ordinance was introduced at the regular council meeting of May 27, 2015, so as to allow the opportunity for public comment.

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF McCLEARY:

SECTION I: The portions of the budget adopted pursuant to Ordinance 806 are amended as shown upon Attachment C, attached hereto and incorporated by this reference.

SECTION II: The Office of the Clerk-treasurer shall be authorized to modify the referenced funds and accounts as may be required and authorized pursuant to the BARS accounting system issued by the Office of the State Auditor to correctly reflect revenues and expenditures.

ORDINANCE -A- 2
5/18/2015
DG/le

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98557

SECTION III: To the extent not amended by Section I, the budget adopted pursuant to Ordinance 808 is reaffirmed.

SECTION IV: If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The Council hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases had been declared invalid or unconstitutional, and if for any reason this Ordinance should be declared invalid or unconstitutional, then the original ordinance or ordinances shall be in full force and effect.

PASSED THIS ____ DAY OF JUNE, 2015, by the City Council of the City of McCleary, and signed in approval therewith this ____ day of June, 2015.

CITY OF McCLEARY:

D. GARY DENT, Mayor

ATTEST:

WENDY COLLINS, Clerk-Treasurer

APPROVED AS TO FORM:

DANIEL O. GLENN, City Attorney

ORDINANCE -A- 3
5/18/2015
DG/le

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98567

STATE OF WASHINGTON)
 : ss.
GRAYS HARBOR COUNTY)

I, WENDY COLLINS, being the duly appointed Clerk-Treasurer of the City of McCleary, do certify that I caused to have published in a newspaper of general circulation in the City of McCleary a true and correct summary of Ordinance Number _____ and that said publication was done in the manner required by law. I further certify that a true and correct copy of the summary of Ordinance Number _____, as it was published, is on file in the appropriate records of the City of McCleary.

WENDY COLLINS

SIGNED AND SWORN to before me this _____ day of _____, 2015, by WENDY COLLINS.

NOTARY PUBLIC IN AND FOR THE STATE OF
WASHINGTON, Residing at:
My appointment expires:

ORDINANCE -A- 4
5/18/2015
DG/le

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98557

Attachment "C"
City of McCleary
2015 Revised Fund Summary

<u>Fund Title</u>	<u>Revenue</u>	<u>Expenditure</u>
Current Expense	\$1,111,542.00	\$1,111,542.00
Street	\$399,318.00	\$399,318.00
REET	\$14,280.00	\$14,280.00
Light and Power	\$3,203,090.00	\$3,203,090.00
Water	\$925,778.00	\$925,778.00
Sewer	\$1,080,985.00	\$1,080,985.00
Stormwater	\$168,560.00	\$168,560.00
Ambulance	\$87,520.00	\$87,520.00
Total	\$6,991,073.00	\$6,991,073.00

Per Adoption of the amended supplemental budget, increase law enforcement expenditures in the current expense fund by \$150,000.

ORDINANCE NO. _____

AN ORDINANCE DIRECTING SUBMISSION TO THE VOTERS OF THE CITY OF McCLEARY OF A PROPOSITION TO BE VOTED ON THE 3RD DAY OF NOVEMBER, 2015, TO AUTHORIZE FUNDS FOR THE PURPOSE OF MORE ADEQUATELY FUNDING THE POLICE DEPARTMENT.

R E C I T A L S:

1. The City of McCleary maintains a police department for the protection of its citizens.
2. During the course of the preparation of the budgets for both 2014 and this year, it was clear the current level of funding capabilities would make it challenging to maintain the existing level of staffing and operation of the Police Department. As a result, funding was reduced resulting in a reduction in expenditures. It is recognized that, among the reductions, the staffing level was cut.
3. In 2014 and continuing in 2015, the Council, Mayor, and City staff have reviewed possible alternatives to allow restoration of funding so as to maintain the Department's current level of operations. That review has included the impact of the City's inclusion in the Timberland Library District upon the level of property tax which would otherwise be available and

ORDINANCE -B- 1
05/20/2015
DG/le

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98557

possible voter authorized funding sources, including a levy lift under RCW 84.55, pursuant to RCW 84.55.050, and a levy authorized under RCW 84.52.052.

4. In 2014, the City submitted to the voters of the City a request to approve two propositions to provide funding. Neither of the requests received the necessary approval, perhaps because of the presence of the dual requests.

5. The discussion among the City's elected officials and its citizens as to the most appropriate method of providing law enforcement services has continued.

6. Both to allow the Citizens of the City to express their view and, if adopted, to fund the services, it is found appropriate that a proposition be submitted to the voters requesting the authorization of a special levy, under RCW 84.52.052, as laid out in the following recitals, with the sole purpose of generating an increase in revenue for the year 2016 in the approximate amount of \$200,000.00. All funds received from such increase are to be used solely to aid in the financing of the maintenance of the operational level of the City's Police Department for the year 2016.

7. The City has been provided information by the Office of the Grays Harbor County Assessor as to the current levels of assessment and the levels which would be required to achieve that goal. Thus, to achieve the goal the Mayor and

ORDINANCE -B- 2
05/20/2015
DG/la

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98557

Council wish to submit to the voters a proposition authorizing the following:

A special levy, as authorized by applicable law, including RCW 84.52.052, so as to generate \$200,000.00, such increase estimated to be \$2.18 per \$1,000.00 of assessed valuation, such actual rate necessary to collect that rate to be established by the Office of the County Assessor, for collection in 2016 only.

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF McCLEARY, THE MAYOR SIGNING IN APPROVAL THEREOF:

SECTION I: There shall be submitted to the voters of the City of McCleary at that certain election to be held on the 3rd day of November, 2015, the following proposition:

A special levy, as authorized by applicable law, including RCW 84.52.052, so as to generate \$200,000.00, such levy estimated to be \$2.18 per \$1,000.00 of assessed valuation, the actual rate to be established by the Office of the County Assessor, for collection in 2016 only. All moneys generated by that levy shall be utilized only to fund the operations of City's Police Department.

SECTION II: In furtherance of the actions authorized by Section I, the Council does hereby approve and adopt the following ballot titles:

Levy to Partially Fund Police Services for 2016

ORDINANCE -B- 3
05/20/2015
BG/le

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98557

If approved, this proposition shall aid in restoring adequate funding for the operations of the Police Department with all funds received utilized for those purposes only.

Shall the City of McCleary be authorized to collect in 2016 only a total of \$200,000.00 in excess property taxes at \$2.18 per \$1,000 of assessed valuation or such rate as may be established by the County Assessor as necessary to generate this amount for the sole purpose of more adequately funding the operations and maintenance of its Police Department?

Yes: _____

No: _____

SECTION III: The Mayor and Clerk-treasurer shall be authorized, to the extent allowed by law, to make such changes in the title and contents of the proposition, including the per one thousand dollar rate necessary to provide for the collection of \$200,000.00 as to the Proposition, as may be necessary to meet the requirements of State Law, Office of the County Auditor, or the Office of the Prosecuting Attorney. This authority shall include to certify a copy of this resolution to the Auditor and to perform such other duties as are necessary or required by law to the end that the propositions described herein should appear on the ballot at the primary election specified in Section I.

SECTION IV: For purposes of receiving notice of the exact language of the ballot propositions required by RCW 29.36.080, the Council designates Wendy Collins, Clerk-treasurer, as the individual to whom such notice should be provided.

ORDINANCE -B- 4
05/20/2015
DG/le

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98567

PASSED THIS _____ DAY OF _____
2015, by the City Council of the City of McCleary, and signed in
approval thereof this _____ day of _____, 2015.

CITY OF McCLEARY:

D. GARY DENT, Mayor

ATTEST:

WENDY COLLINS, Clerk-Treasurer

APPROVED AS TO FORM:

DANIEL O. GLENN, City Attorney

STATE OF WASHINGTON)
 : ss.
GRAYS HARBOR COUNTY)

I, WENDY COLLINS, being the duly appointed Clerk-Treasurer of the City of McCleary, do certify that I caused to have published in a newspaper of general circulation in the City of McCleary a true and correct summary of Ordinance Number _____ and that said publication was done in the manner required by law. I further certify that a true and correct copy of the summary of Ordinance Number _____, as it was published, is on file in the appropriate records of the City of McCleary.

WENDY COLLINS

ORDINANCE -B- 5
05/20/2015
DG/le

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98557

SIGNED AND SWORN to before me this _____ day of _____, 2015, by WENDY COLLINS.

NOTARY PUBLIC IN AND FOR THE STATE OF
WASHINGTON, Residing at:
My appointment expires:

ORDINANCE -B- 6
05/20/2015
DG/le

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98557