

City of South Bend Council Meeting
Monday March 24, 2025 @ 5:30 pm

1. Call to Order
2. Pledge of Allegiance
3. **Items from the Public**
4. Approval of Agenda and Consent Agenda
Approval of Minutes: *Regular Meeting March 10th, 2025*
5. Correspondence
6. Department Head Reports:
 - i) Police Chief Stigall
 - ii) City Supervisor Houk
 - iii) Fire Chief McGee
 - iv) Clerk/Treasurer Johnson
7. Mayor's Report
8. Public Comments – Current Agenda Items
9. Council Comments
10. Future Agenda Topics
11. Adjournment

Unable to attend? Would you like to attend via Zoom?

Zoom Link <https://us02web.zoom.us/j/81051064241?pwd=ItNdXYS0nfu88C299jLshsYMQsM9Z1.1>

Meeting ID: 810 5106 4241 Passcode: 813315 Dial-In Phone Number: 1-253-215-8782

If you would like to be added to our "Speakers List" your request must be received by 4:00 pm on March 24, 2025. Your request must include the following: meeting date, your first and last name, city of residence, agenda item(s) that you would like to provide comment on, and the telephone number you will be calling from. Please email this information to david.johnson@southbend-wa.gov. *Please note that the information you provide may be subject to disclosure pursuant to Washington State's Public Record Act, chapter 42.56 RCW.

The City of South Bend strives to provide access and services to all members of the public. Please notify the city at least 48 hours prior to an event if reasonable accommodations are needed.

NOTICE – All proceedings of this meeting are sound recorded
Except Executive Sessions.

Next Regular Meeting Monday April 14, 2025 @ 5:30 PM in the South Bend Council Chambers unless otherwise notified.

South Bend Council Meeting

Monday, February 24, 2025

CONSENT AGENDA

1. Approval of Vendor Checks

Vendors – Check #49533 thru Check #49571 - \$251,259.03 Including EFT Payments

3/24/2025

VENDOR		AMOUNT	
49533	ALS Group USA, Corp	\$ 1,227.00	Chemicals and Sample Testing-Water
49534	Apex Permitting and Consulting	\$ 20,000.00	Professional Services / Commerce Climate Grant Comprehensive Planning
49535	Ashley Construction	\$ 973.80	Misc. Professional Services / Water
49536	Barnhart Home Cleaning	\$ 90.00	Janitorial- City Hall \$ 30.00, Fire \$30, Police \$30
49537	Beans & Rocks LLC	\$ 2,045.47	Gravel - Streets
49538	Brim Tractor Company Inc	\$ 180.17	Equipment Repairs / Streets
49539	City of Raymond	\$ 25,830.52	Regional Allocation Jan 25
49540	Daily Journal of Commerce	\$ 461.10	Legal / Arterial design (TIB)
49541	Department of Ecology	\$ 16,909.97	Operations Certification / Water \$1850.00 DOE Loan / Sewer \$15059.97
49542	Department of Health	\$ 1,638.20	Operating Permit / Water
49543	Department of Transportation	\$ 1,446.11	Fuel- Police \$703.57 and PW \$742.54
49544	Drug Screens Inc	\$ 100.00	Random Drug Testing (CDL)
49545	Gray & Osborne Inc	\$ 4,319.06	Professional Services / Water / Library /General
49546	Grays Harbor County	\$ 155.00	Sample Testing / Water
49547	Honey Bucket	\$ 250.00	Portable Toilet - Boat Launch
49548	Jacqueline Stone	\$ 1,400.00	Municipal Court Prosecutor- March 2025
49549	Jonathan Quittner	\$ 1,000.00	Municipal Court Public Defender - March 2025
49550	Jordan Dockter	\$ 99.00	Training - Travel / Police
49551	Kenyon Disend	\$ 1,155.00	Professional Services / Legal
49552	LeMay Mobile Shredding	\$ 72.29	Document Shredding
49553	Lisa Carlson	\$ 2,442.30	Training - Travel / Municipal Court
49554	Northstar Chemical	\$ 347.26	Water / Chemicals
49555	One Call Concepts	\$ 2.84	Locates
49556	Pacific Council of Governments	\$ 1,800.00	Subscription / Dues
49557	Pacific County Auditors Office	\$ 6,277.93	2025 Election Costs
49558	Pacific County Jail Services	\$ 950.00	Boarding of Prisoners / Police
49559	Pacific County Public Works	\$ 3,762.62	Eklund Park Sewer Charges / January + March
49560	Pete Hinton	\$ 130.00	Interpreter Services
49561	Pioneer Grocery	\$ 16.87	Materials and Supplies / Water
49562	P&L Johnson Mechanical Inc	\$ 279.78	Repair and Maintenance Equipment / Sewer
49563	Rognlin's Inc.	\$ 140,561.50	Madison Street Safe Routes to School Project
49564	SeaWestern Fire Fighting Equipment	\$ 676.47	Operating Supplies / Fire
EFT Pay	Smarsh - EFT Pay	\$ 44.05	Archive Capture / All Departments

49565	Steve's Front End	\$	1,673.88	Equipment Repair / Streets \$461.91 Sewer \$1211.97
49566	Three Rivers Mosquito and Vector Control	\$	9,909.45	Professional Services / Spraying
EFT Pay	VISA - EFT Pay	\$	1,365.52	City Hall \$500.01 Court \$111.71 Fire \$672.96 Water \$44.36 Sewer \$36.48
49567	Vision Municipal Solutions	\$	845.42	Communication-Water/Sewer
49568	Walter Nelson	\$	167.75	Operating Supplies-Parks \$167.75
49569	Westlake Hardware	\$	11.88	Repair and Maintenance Equipment / Water
49570	Willapa Harbor Hospital	\$	221.00	Medical Services / Police
49571	Williapa Printing	\$	419.82	Office Supplies / Police
	TOTAL	\$	251,259.03	

CITY OF SOUTH BEND 3/10/2025
Meeting # 810 5106 4241

1-2. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The council meeting was called to order by Mayor Struck at 5:30 pm. Members present, Mayor Struck, Councilor Kuiken, Councilor Manlow, Councilor Corcoran, Councilor Davis, and Councilor Williams, Police Chief Stigall, City Supervisor Houk, and Clerk/Treasurer Johnson. Fire Chief McGee was absent (excused)

3. ITEMS FROM THE PUBLIC

Michelle Zilli introduced herself as the new Timberland Library Regional Manager and shared a brief update on current and upcoming Library events.

4. APPROVAL OF AGENDA, CONSENT AGENDA AND APPROVAL OF MINUTES-

A motion was made by Councilor Corcoran to approve the Agenda, the Consent Agenda and the minutes of the February 24, 2025, regular meeting. Motion carried. **Vote: Ayes-5, Noes-0, Absent-0.**

Vendors – Check #49533 thru Check #49571 - \$251,259.03 Including EFT Payments

5. CORRESPONDENCE-NONE

6. SHERRI MCDONALD – WILLAPA HARBOR HOSPITAL PROJECT UPDATE

Sherri McDonald presented a slide show presentation to update the council and public on the Willapa Harbor Hospital Project. Discussion with the Council followed.

7. MEMORANDUM OF UNDERSTANDING – ADJUSTED RATE TO TRANSFER STATION AGREEMENT

Councilor Corcoran made a motion to approve the Agreement. Motion carried. **Vote: Ayes-5, Noes-0, Absent-0.**

13. DEPARTMENT HEAD REPORT -

Chief Stigall reports that the changes to the Pacific county Jail have been beneficial to the City of South Bend. The Police Department has been assured that jail space is and will be available if needed. The Department is also working closely with a local bank on an ATM fraud case. Positive results have come back from the State Crime Lab and efforts are being made to close the case.

Supervisor Houk reports that the Madison St. Project is close to completion. Contractor bid openings will take place on the 19th of this month for both the First St. and Cheney Park projects. He is also seeking another contractor estimate in regard to the Library Restoration Project.

14. MAYOR'S REPORT

Mayor Struck reported that she and other Pacific County city heads will be meeting locally with Governor Ferguson on Saturday the 15th.

15. PUBLIC COMMENT – CURRENT AGENDA ITEMS - NONE

16. COUNCIL COMMENTS - NONE

Councilor Corcoran complemented both Chief Stigall and the City employees for their work. Councilor Willaims questioned Chief Stigall about a local matter. The Chief gave his assurance that the matter was in hand.

17. FUTURE AGENDA TOPICS – NONE

18. ADJOURNMENT-

The meeting was adjourned at 6:17pm to meet again on Monday March 24th, 2025 for a regular council meeting at South Bend City Hall.

Julie Struck
Mayor

ATTEST: _____
David Johnson