

**City of South Bend Council Meeting**  
**Monday May 12, 2025 @ 5:30 pm**

1. Call to Order
2. Pledge of Allegiance
3. **Items from the Public:** Ann Skelton of the Marine Resource Committee with a Zoom Presentation concerning the 2025 Science Conference
4. Approval of Agenda and Consent Agenda  
Approval of Minutes: *Regular Meeting April 28th, 2025*
5. Correspondence
6. Bush Park Memorial Renovation Discussion
7. Department Head Reports:
  - i) Police Chief Stigall
  - ii) City Supervisor Houk
  - iii) Fire Chief McGee
  - iv) Clerk/Treasurer Johnson
8. Mayor's Report
9. Public Comments – Current Agenda Items
10. Council Comments
11. Future Agenda Topics
12. Adjournment

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

Zoom Link <https://us02web.zoom.us/j/89891132951?pwd=UPq5ukGjxW7yzBhKVvaO1RUROvW8Sib.1>

**Meeting ID: 898 9113 2951 Passcode: 039194 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 May 12, 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](mailto: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 May 28, 2025 @ 5:30 PM in the South Bend Council Chambers unless otherwise notified.*

# **South Bend Council Meeting**

**Monday May 12th, 2025**

## **CONSENT AGENDA**

1. Approval of Vendor Checks

**Vendors – Check #49638 thru Check #49669 - \$269,712.47 Including EFT Payments**

2. Approval of Payroll Checks

**Payroll – Check #25221 thru Check #25224 - \$146,887.58 Including Direct Deposit**

**CITY OF SOUTH BEND 4/28/2025**  
**Meeting # 844 4886 7252**

**1-2. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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

**3. ITEMS FROM THE PUBLIC - None**

**4. APPROVAL – Agenda, Consent agenda, and Prior Meeting Minutes**

A motion was made by Councilor Manlow to approve the Agenda, the Consent Agenda and the minutes of the April 14, 2025, regular meeting. Motion carried. **Vote: Ayes-5, Noes-Ø, Absent- Ø.**

**Vendors – Check #49610 thru Check #49637 - \$164,741.29 Including EFT Payments**

**5. CORRESPONDENCE - None**

**6. REVIEW OF BIDS / First Street Reconstruction (A Street to C Street)**

A motion was made by Councilor Williams to accept the Engineer's recommendation and award the job to the lowest bidder, Advanced Excavation Specialists LLC out of Kelso WA. Motion carried. **Vote: Ayes-5, Noes-Ø, Absent- Ø.**

**7. ORDINANCE NO. 1605 An Ordinance of the City Council of South Bend Comprehensive Plan; Providing for Severability; and Establishing an Effective Date (SECOND READING)**

A motion was made by Councilor Manlow to accept the Ordinance as written. Motion carried. **Vote: Ayes-5, Noes-Ø, Absent- Ø.**

**8. DEPARTMENT HEAD REPORT -**

Clerk / Treasurer Johnson reported that the City was current on ongoing project invoices and grant reimbursements.

**9. MAYOR'S REPORT -**

Mayor Struck reported that she had attended several days meetings for the AWC Board of Health Trust. She also added that the meetings were her last, given the fact that she will not be running for re-election next term.

**10. PUBLIC COMMENT – CURRENT AGENDA ITEMS - None**

**11. COUNCIL COMMENTS -**

Councilor Corcoran prompted discussion on the upcoming openings for the positions of City Council Member and Mayor and what would happen if no one volunteered to run for election. Councilor Williams asked about the purpose of the small red flags posted in various spots around the city. The consensus is that they were to locate power lines.

Councilor Davis asked if pickle ball lines were going to be painted on the Cheney Sport Court / Yes. She also asked if the city was in discussion with TRL about the future of the city library. / Discussion is currently taking place as options are considered.

Councilor Kuiken asked when construction on the EV charging stations was scheduled to take place. / The components needed are on back order and may take up to nine months to be available.

**17. FUTURE AGENDA TOPICS – None**

**18. ADJOURNMENT-**

The meeting was adjourned at 5:45 PM to meet again on Monday May 12, 2025 for a regular council meeting at South Bend City Hall.

\_\_\_\_\_  
**Julie Struck**  
**Mayor**

**ATTEST:** \_\_\_\_\_  
**David Johnson**

5/12/2025

	VENDOR	AMOUNT	
49638	Aberdeen Office Equipment, Inc.	\$ 231.50	Office Supplies - Miscellaneous
49639	ALS Group USA Corp	\$ 100.00	Sample Testing Monitoring / Water
49640	AWC - RMSA	\$ 50,036.50	2025 Risk Management Services Payment 4 of 5 (Insurance - All Areas, All Depts)
49641	Barnhart Home Cleaning	\$ 150.00	Janitorial / City Hall \$ 50, Fire \$50, Police \$50
49642	Beans & Rocks LLC	\$ 572.75	Gravel - Streets
49643	Borden's Auto Parts, Inc.	\$ 421.42	Repair and Maintenance / Streets \$349.28, Police \$72.14
49644	Brim Tractor Company Inc	\$ 174.04	Equipment Repairs / Parks
49645	Bud's Lumber & Electric	\$ 392.07	Supplies / Streets \$51.90, Parks \$82.55, Water \$137.97, Sewer \$119.65
49646	City of Raymond	\$ 85,839.12	Intertie \$21.49, RWWTP March 2025- \$19470.67, Reg. Alloc. Mar 25 \$34067.11, DOE May 25 \$32,279.85
<b>EFT Pay</b>	<b>Comcast - EFT Pay</b>	\$ 1,133.18	All Depts
49647	Crystal Springs	\$ 267.14	Operating Supplies / Water Fund
49648	Department of Commerce	\$ 80,578.96	WWTP Loan \$57631.58, Martin Creek Reservoir Loan \$22947.38
49649	Department of Licensing	\$ 18.00	CPL Permit
<b>EFT Pay</b>	<b>Dept of Revenue - EFT Pay</b>	\$ 8,650.95	April 2025 Excise Tax on Water/Sewer
49650	Gray & Osborne Inc	\$ 3,336.46	Professional Services
<b>EFT Pay</b>	<b>Invoice Cloud-E Pay</b>	\$ 213.60	March 2025 Portal Access Fee
49651	Jordan Dockter	\$ 50.00	Miscellaneous Dues - Subscriptions / Police
49652	Ladue Fencing Inc	\$ 1,415.34	Repair - Maintenance Equipment / Water
49653	LeMay Mobile Shredding	\$ 71.22	Document Shredding
49654	Maneman Electric Inc	\$ 215.36	Repair - Maintenance Building / Fire
49655	Midnight Frog Studio	\$ 162.30	Website Management
49656	Office of State Treasurer	\$ 3,624.67	Court Fines and Forfeitures April 2025
49657	One Call Concepts	\$ 12.78	Locates
<b>EFT Pay</b>	<b>ONLINE Information Services - EFT Pay</b>	\$ 20.00	Credit Reporting / Water, Sewer
49658	Petro Card	\$ 1,935.51	Fuel / Fire \$164.37 PW \$1257.35 Police \$513.79
49659	PUD #2	\$ 8,709.75	All Depts
49660	SEA Construction	\$ 1,944.60	Gravel - Streets
<b>EFT Pay</b>	<b>Smarsh - EFT Pay</b>	\$ 44.05	Archive Capture / All Departments
49661	South Bend Pharmacy	\$ 16.37	Professional Services / Water
49662	Steve's Front End & Brake	\$ 1,409.43	Repair Maintain Equipment / Sewer \$325.73, Fire \$1083.70
49663	Three Rivers Mosquito and Vector Control	\$ 9,909.45	Professional Services / Spraying
49664	U.S. Postmaster	\$ 154.00	Miscellaneous Dues - Subscriptions

<b>EFT Pay</b>	<b>Verizon - EFT Pay</b>	\$	<b>651.70</b>	All Depts Communication
<b>EFT Pay</b>	<b>VISA - EFT Pay</b>	\$	<b>5,893.18</b>	All Departments Supplies - Maintenance - Repairs
<b>49665</b>	Vision Municipal Solutions	\$	<b>829.55</b>	Communication-Water/Sewer
<b>49666</b>	Walter Nelson	\$	<b>209.04</b>	Operating Supplies / Parks \$125.94, Financial \$73.58, Svc Charge 9.52
<b>49667</b>	Washington State Patrol	\$	<b>12.00</b>	CPL Permit - Background Check
<b>49668</b>	Westlake Hardware	\$	<b>6.48</b>	Materials - Supplies / Water
<b>49669</b>	Willipa Harbor Gun Club	\$	<b>300.00</b>	Miscellaneous Dues- Subscriptions / Water
	<b>TOTAL</b>	\$	<b>269,712.47</b>	

# 2025 Science Conference & Seafood Feast

Saturday May 17th  
① The Cranberry Museum, Long Beach



## Draft Agenda



RSVP at  
[mrc.pacificcd.org](http://mrc.pacificcd.org)



- 9 am Welcome & Introductions - Mike Nordin, Chair PCMRC
- 9:15 am Local Updates including hatcheries, ports, MRC, and Conservation District
- 10:15 am Jennifer Russink (UW) Native & Non-native eelgrass competition and use
- 10:45 am Kendall Valentine (UW) Willapa Bay Sediments, burrowing shrimp, and benthic carbon
- 11:15 am Andy Suhrbier (Pacific Shellfish Institute)
- 11:30 am Poster session and Networking
- Noon: Lunch
- 1:00 pm Brandi O'Reagan (WA Sea Grant) - Fisheries Supply Chains
- 1:30 pm Sally Hacker (OSU) Dune change and native/non-native dune grasses
- 1:45 pm TBD Tentative Fire dynamics and prevention
- 2:00pm Break & Networking
- 2:15 pm Christie Hegermiller (UW) Wave monitoring at the mouth of Willapa Bay
- 2:30 Lauren Bauernschmidt (WDFW) Community Beach Monitoring
- 2:45 Kaden Coty Shorebird Habitat Use & Monitoring
- 3:00 pm Closing Statements
- 4:00 pm Seafood Feast