

**City of South Bend Council Meeting
Monday August 11th, 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 July 28th, 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/83586285013?pwd=LhUNdI03RfU0Lwc0ass5Bqag4xifrS.1>

Meeting ID: 835 8628 5013 Passcode: 911311 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 August 11, 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 August 11, 2025 @ 5:30 PM in the South Bend Council Chambers unless otherwise notified.

South Bend Council Meeting

Monday August 11th, 2025

CONSENT AGENDA

1. Approval of Vendor Checks

Vendors – Check #49827 thru Check #49866 - \$116,742.72 Including EFT Payments

2. Approval of Payroll Checks

Payroll – Check #25241 thru Check #25244 - \$147,560.23 Including Direct Deposit

8/11/2025

	VENDOR	AMOUNT	
49827	Aberdeen Office Equipment, Inc.	\$ 339.13	Office Supplies - Miscellaneous
49828	Ark Plumbing Services Inc	\$ 291.71	Repair - Maintenance Facilities / Parks
49829	Ashley Construction	\$ 2,650.90	Miscellaneous Professional Services / Sewer
49830	Barnhart Home Cleaning	\$ 150.00	Janitorial / City Hall \$ 50, Fire \$50, Police \$50
49831	Blakely Media	\$ 830.00	Website - Email Management / City Hall
49832	Borden's Auto Parts, Inc.	\$ 499.86	Repair - Maintenance Equipment / Streets \$130.76, Sewer \$276.76, Fire \$65.32, Police \$27.02
49833	Brim Tractor Company Inc	\$ 1,414.88	Repair - Maintenance Equipment / Parks \$471.62, Sewer \$471.63, Streets \$471.63
49834	Bud's Lumber & Electric	\$ 710.10	Supplies / Streets \$262.43, Parks \$354.39, Water \$103.37, Police \$127.77
49835	Cascadia Computers	\$ 323.50	Miscellaneous - Communications
49836	City of Raymond	\$ 19,505.66	Intertie \$35.00,RWWTP August 2025- \$19470.66
49837	Coast Controls & Automation Inc	\$ 2,876.09	Miscellaneous Professional Services / Water
49838	Code Publishing Co.	\$ 949.02	Codification of Ordinances
<i>EFT Pay</i>	<i>Comcast - EFT Pay</i>	\$ 1,535.66	All Depts
49839	DBC Company	\$ 10,539.75	Asphalt / Streets
<i>EFT Pay</i>	<i>Dept of Revenue - EFT Pay</i>	\$ 8,918.42	July 2025 Excise Tax on Water/Sewer
49840	Gray & Osborne Inc	\$ 22,174.85	Professional Services \$656.36 / Red Town Initiative \$4710.00 / First St. Reconstruction \$16808.49
49841	Grays Harbor County	\$ 155.00	Sample Testing - Monitoring / Water
49842	Harbor Saw & Supply Inc	\$ 73.55	Repair - Maintenance Equipment / Parks
49843	H.D. Fowler Company	\$ 1,100.34	Materials - Supplies / Water
49844	Honey Bucket	\$ 431.88	Portable Toilet / Parks
<i>EFT Pay</i>	<i>Invoice Cloud-E Pay</i>	\$ 216.80	July 2025 Portal Access Fee
49845	Javelina Trading Company	\$ 196.45	Materials - Supplies / Water
49846	Kenyon Disend	\$ 715.00	Building Pubs - Permits - Professional Services
49847	Maneman Electric Inc	\$ 292.14	Repair - Maintenance Equipment / Sewer \$162.30, Water \$129.84
49848	Midnight Frog Studio	\$ 162.30	Website Management
49849	Office of State Treasurer	\$ 5,290.67	Court Fines and Forfeitures July 2025
49850	One Call Concepts	\$ 15.62	Locates
<i>EFT Pay</i>	<i>ONLINE Information Services - EFT Pay</i>	\$ 26.39	Credit Reporting / Water, Sewer
49851	Pacific County Dept of Community Development***	\$ 160.00	Water System Plan / Water
49852	Pete Hinton	\$ 130.00	Interpreter Services
49853	Petro Card	\$ 2,078.81	Fuel / Fire \$194.16 PW \$1008.91 Police \$875.74
49854	Pitney Bowes Bank Reserve Account	\$ 1,000.00	Postage Meter Rental / Website Management
49855	Pitney Bowes Inc	\$ 278.37	Postage Meter Rental / Website Management
49856	PUD #2	\$ 13,662.97	All Depts

49857	Sea Construction LLC	\$	582.90	Gravel / Streets
<i>EFT Pay</i>	<i>Smarsh - EFT Pay</i>	\$	44.05	Archive Capture / All Departments
49858	South Bend Pharmacy	\$	121.43	Professional Services / Water
49859	South Bend Water Deposit - Don C	\$	126.74	Water Deposit Refund
49860	Spargo's Printing	\$	390.51	Operating Supplies - Miscellaneous / Parks
49861	Steve's Front End	\$	2,378.93	Repair - Maintenance Equipment / Water, Sewer
49862	Three Rivers Mosquito and Vector Control	\$	9,909.45	Professional Services / Spraying
49863	Traffic Safety Supply	\$	150.94	Miscellaneous Supplies - Signs / Streets
<i>EFT Pay</i>	<i>VC3 - EFT Pay</i>	\$	359.84	Dues - Subscriptions / Financial, Water, Sewer
<i>EFT Pay</i>	<i>Verizon - EFT Pay</i>	\$	647.50	All Depts Communication
<i>EFT Pay</i>	<i>VISA - EFT Pay</i>	\$	1,425.59	City Hall \$810.53 Police \$615.06
49864	Vision Municipal Solutions	\$	112.93	Communication-Water/Sewer
49865	Walter Nelson	\$	553.05	Operating Supplies / Parks
49866	Westlake Hardware	\$	243.04	Supplies - Repair- Maintenance / Water \$201.93, Parks \$41.11
	TOTAL	\$	116,742.72	

CITY OF SOUTH BEND 7/28/2025
Meeting # 825 6954 1540

1-2. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The council meeting was called to order by Mayor Pro Tem Manlow at 5:30 pm. Members present, Councilor Kuiken, Councilor Davis (Zoom), Councilor Williams, Police Chief Stigall, and Clerk/Treasurer Johnson. Mayor Julie Struck, Councilor Corcoran, 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 Williams to approve the Agenda, the Consent Agenda and the minutes of the July 14, 2025, regular meeting. Motion carried. **Vote: Ayes-3, Noes- 0, Absent- 1.**

Vendors – Check #49803 thru Check #49826 - \$324,932.94 Including EFT Payments

5. CORRESPONDENCE - None

6. DEPARTMENT HEAD REPORT -

Chief Stigall reported that the department was currently working on 10 active property violations within city limits. He also noted that surveillance cameras were now active at the recycling center site in Eklund Park.

9. MAYOR’S REPORT - None

10. PUBLIC COMMENT – CURRENT AGENDA ITEMS -

Gary Buchannon voiced his approval of placing cameras at the recycling center.

11. COUNCIL COMMENTS -

Councilor Davis expressed her thanks to the Police Department for handling the current property violations.

Councilor Williams agreed with Councilor Davis in regard to the property violations and added his approval of the cameras stating that they were a “great idea”.

12. FUTURE AGENDA TOPICS – None

13. ADJOURNMENT-

The meeting was adjourned at 5:36 PM to meet again on Monday August 11, 2025 for a regular council meeting at South Bend City Hall.

Julie Struck
Mayor

ATTEST: _____
David Johnson