

**City of South Bend Council Meeting @ 5:30pm  
Monday March 23, 2026**

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 9, 2026*
5. Correspondence: South Bend School District Academic Navigator Kat Staats, regarding Business Week Stockholders Presentation and Tradeshow.
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/83021767325?pwd=7OuthvR9nawFgnNnTbIs5HNfq0ArYW.1>

**Meeting ID: 830 2176 7325 Passcode: 112875 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 23, 2026. 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 April 13, 2026 @ 5:30 PM in the South Bend Council Chambers unless otherwise notified.*

# **South Bend Council Meeting**

**Monday, March 23rd, 2026**

## **CONSENT AGENDA**

1. Approval of Vendor Checks

**Vendors – Check #50312 thru Check #50346 - \$95,103.98 Including EFT**

**Payments**

3/23/2026

	VENDOR	AMOUNT	
50312	Ashley Construction	\$ 2,499.42	Misc Professional Services / Water \$1071.18, Sewer \$1428.24
50313	Axon Enterprise Inc.	\$ 15,766.62	Misc Dues - Subscriptions / Police
50314	Barnhart Home Cleaning	\$ 150.00	Janitorial / City Hall \$50.00 , Fire \$50.00, Police \$50.00
50315	Cascade Columbia Distribution	\$ 46.46	Chemicals / Water
50316	City of Raymond	\$ 530.27	Library - February
50317	Coast Controls & Automation Inc	\$ 1,363.32	WTP Maintenance Agreement / Water
50318	Communications Northwest	\$ 3,688.90	Repair - Maintenance / Police
50319	Correct Equipment	\$ 3,727.58	Capitol Outlay - Water Meter Replacement / Water
50320	Department of Ecology	\$ 15,059.97	Loan - Waste Water treatment Plant Improvements / Sewer
50321	Department of Health	\$ 2,011.72	Memberships - Dues - Subscriptions / Water
50322	Department of Natural Resources	\$ 3,545.83	Capitol Outlay / Fire Equipment Hose Replacement \$1500.00, Firefighter Equipment \$2045.83
50323	Department of Transportation	\$ 1,179.57	Fuel- Police \$311.76 and PW \$867.81
50324	Gerald Ashley	\$ 159.71	Benefits - LEOFF 1
50325	Harbor Saw & Supply Inc	\$ 44.34	Repair - Mainenance Equipment / Parks
50326	HID Global Corporation	\$ 1,310.00	Misc Dues - Subscriptions / Police
50327	Honey Bucket	\$ 261.50	Portable Restroom Pumping / Docks
<b>EFT Pay</b>	<b>Invoice Cloud-E Pay</b>	\$ 241.40	February 2026 Portal Access Fee
50328	Jacqueline Stone	\$ 1,400.00	Municipal Court Prosecutor- March 2026
50329	Jonathan Quittner	\$ 1,000.00	Municipal Court Public Defender - March 2026
50330	Kenyon Disend	\$ 2,437.50	Professional Services / City Hall \$1525.50, Abatement Costs \$912.00
50331	Lemay Mobil Shredding	\$ 75.93	Operating Supplies / Police Department
50332	Maneman Electric	\$ 1,714.09	Sewer Pump Replacement / Sewer \$176.46, Maintenance Building / Fire \$1537.63
50333	Pacific Council of Governments	\$ 1,800.00	PCOG Dues
50334	Pacific County Department of Public Works	\$ 3,026.28	Eklund Park Sewer Charges / March \$1866.45, Misc Services / Court \$1159.83
50335	Pacific County Economic Development Council	\$ 720.00	Economic Development
50336	Pacific County Jail Services	\$ 320.00	Boarding of Prisoners / Police
50337	Pioneer Select Grocery	\$ 36.02	Operating Supplies / City Hall \$51.01
50338	Pomp's Tire Service	\$ 2,794.56	Equipment Repairs / Water \$931.52, Sewer \$931.52, Streets \$931.52
50339	SEA Construction LLC	\$ 3,800.91	Gravel / Streets \$698.78, Materials - Supplies / Sewer \$2350.36, Materials - Supplies / Water \$751.77
<b>EFT Pay</b>	<b>Smarsh - EFT Pay</b>	\$ 80.75	Archive Capture / All Departments
50340	South Bend Pharmacy	\$ 52.59	Miscellaneous Professional Services / Water
50341	Stalker Radar Applied Concepts Inc	\$ 3,811.89	Capitol Outlay / Police
50342	State Auditors Office	\$ 4,233.00	State Auditor Costs / Financial
50343	Three Rivers Mosquito and Vector Control	\$ 10,279.00	Professional Services / Spraying
<b>EFT Pay</b>	<b>VC3 - EFT Pay</b>	\$ 23.50	Dues - Subscriptions / Financial, Water, Sewer
50344	Vermeer Mountain West	\$ 141.48	Repair & Maintenance Equipment / Water \$70.74, Sewer \$70.74

<b>EFT Pay</b>	<b>VISA - EFT Pay</b>	\$	<b>359.70</b>	City Hall, \$144.87Court \$30.69, Water \$30.69, Sewer \$30.69, Streets \$30.69, Parks \$30.69, Police \$30.69, Fire \$30.69
<b>50345</b>	Vision Municipal Solutions LLC	\$	<b>5,182.62</b>	Miscellaneous Professional Services
<b>50346</b>	Walter Nelson	\$	<b>227.55</b>	Operating Supplies / Parks \$143.31, City Hall \$84.24
	<b>TOTAL</b>	\$	<b>95,103.98</b>	

**CITY OF SOUTH BEND 3/9/2026**  
**Meeting # 867 2494 7881**

**1-2. CALL TO ORDER**

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

**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 Consent Agenda and the minutes of the February 23, 2025, regular meeting. Motion carried. **Vote: Ayes-4, Noes-0.**

**Vendors – Check #50276 thru Check #50311 - \$113,712.17 Including EFT Payments**  
**Payroll – Check #25282 thru Check #25286 - \$160,836.40 Including Direct Deposit, Benefits and Payroll Taxes**

**5. CORRESPONDENCE -**

Councilor Arris's letter of resignation was read publicly.

**6. Council #3 Position Declared Open for Public Application**

**7. Presentation: Pacific Conservation District**

Jackson Blalock presented a study focused on identifying and advancing resilience projects in the Lower Willapa River area. The study specifically addresses flood reduction, habitat restoration, and local economics.

**8. ORDINANCE 1614: An Ordinance for the City of South Bend, Washington Amending Portions of South Bend Municipal Code 13.10 – Sewer, Second Reading**

Councilor Olsen motioned that the Council adopt the Ordinance. Motion carried. **Vote: Ayes-4, Noes-0.**

**9. ORDINANCE 1615: An Ordinance for the City of South Bend, Washington Amending Portions of South Bend Municipal Code 13.05 – Water, Second Reading**

Councilor Kuiken motioned that the Council adopt the Ordinance. Motion carried. **Vote: Ayes-4, Noes-0.**

**10. APPROVAL: South Bend Water System Plan & Water Use Efficiency Goals as Presented at the 2 / 23 / 2026 Public Hearing**

Councilor Manlow motioned that the Council approve the Plan. Motion carried. **Vote: Ayes-4, Noes-0.**

**11. DEPARTMENT HEAD REPORTS - None**

**12. MAYOR'S REPORT -**

Mayor Barnard recently met with RMSA to review our municipal coverage and policies. She is committed to ensuring that the City's current policies are updated to meet all RMSA standards

**13. PUBLIC COMMENT – CURRENT AGENDA ITEMS -**

Johna Cochran shared her concerns regarding the City's current sliding scale discount for water bills.

**14. COUNCIL COMMENTS**

Councilor Kuiken was pleased with the Department of Conservation's presentation and looks forward to the opportunities it may create for future progress. Councilor Davis also expressed her gratitude for the report.

**15. FUTURE AGENDA TOPICS - None**

The meeting was adjourned at 6:16 PM to meet again on Monday March 23, 2026 for a regular council meeting at South Bend City Hall.

\_\_\_\_\_  
**Bethany Barnard**  
**Mayor**

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

DRAFT



David Johnson &lt;david.johnson@southbend-wa.gov&gt;

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**Fwd: Willapa Harbor Business Week - Volunteer Judges 3/27**

2 messages

**Bethany Barnard** <bethany.barnard@southbend-wa.gov>

Fri, Mar 20, 2026 at 11:02 AM

To: David Johnson &lt;david.johnson@southbend-wa.gov&gt;

Cc: Dennis Houk &lt;dennis.houk@southbend-wa.gov&gt;, Lucas Stigall &lt;lucas.stigall@southbend-wa.gov&gt;

Dear David:

Can you please include this as correspondence for next week's Council meeting?

Department heads:

If you are available, please reach out to Kat for more information or let her know your availability.

I appreciate your time and assistance.

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Respectfully,

Bethany Barnard, Mayor

*Chinook/Chehalis***City of South Bend****PO Drawer 9****South Bend, WA 98586****360.875.5571**

Office hours are Monday &amp; Friday afternoons, by appointment.

----- Forwarded message -----

From: **Kathryn Staats** <katstaats@southbendschools.org>

Date: Wed, Mar 18, 2026 at 12:05 PM

Subject: Willapa Harbor Business Week - Volunteer Judges 3/27

To: &lt;bethany.barnard@southbend-wa.gov&gt;

Hello Mayor Barnard,

I wanted to reach out and see if you could pass along this opportunity to the city council and department heads in South Bend regarding Willapa Harbor Business Week 2026. Thank you in advance for your support!

You are invited to be a judge at the upcoming Business Week Stockholders Presentations on Friday, 3/27, from 9:00 to 10:30 AM at the Raymond Theatre.

The **Stockholders Presentations** are an integral part of Business Week, where students showcase their knowledge on the company's financial journey over the week (two business years) and explain the decisions they had to make to you, the stockholders. Your insights and expertise provide invaluable feedback and help create a meaningful learning experience for our students. It's also a great opportunity to meet and support the future business leaders of our community!

The **Tradeshow** is a highlight of Business Week, where students showcase their newly developed company products and present them to you, the investors. The tradeshow is on Friday, 3/27, from 10:45 AM to 12:00 PM at the Raymond Elks Lodge #1292.

The time frames provided include a brief orientation to make sure you feel prepared before the student presentations.

If you're available to join us as a judge, please let me know at your earliest convenience. When you get back to me, please specify if you would like to be a stockholders judge, tradeshow judge, or both! We truly appreciate your time and support in making this event a success!

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**Kat Staats**

Academic Navigator | R2R Coordinator | RSB Assistant Volleyball Coach