

**City of South Bend Council Meeting @ 5:30pm
Monday April 13, 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 23, 2026*
5. Correspondence: Letter of Interest – Scot Pearson
6. APPOINTMENT: Vacant Council Position #3 [ACTION]
7. Report: Toni Williams – Willapa Harbor Hospital
8. APPROVAL: Memorandum of Understanding – Amendment #17 Between Pacific County, City of Raymond, City of South Bend, and Royal Heights Transfer Station [ACTION]
9. Discussion: Transfer of Funds and Dissolution of HUD Fund 701 [ACTION]
10. Department Head Reports:
 - i) Police Chief Stigall
 - ii) City Supervisor Houk
 - iii) Fire Chief McGee
 - iv) Clerk/Treasurer Johnson
11. Mayor’s Report
12. Public Comments – Current Agenda Items
13. Council Comments
14. Future Agenda Topics
15. Adjournment

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

Zoom Link <https://us02web.zoom.us/j/86057888252?pwd=9dujdXNdabWIKWfEFNVsV7SQ2it4PC.1>

Meeting ID: 860 5788 8252 Passcode: 143058 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 April 13, 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. *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 27, 2026 @ 5:30 PM in the South Bend Council Chambers unless otherwise notified.

South Bend Council Meeting

Monday April 13, 2026

CONSENT AGENDA

1. Approval of Vendor Checks

Vendors – Check #50347 thru Check #50381 - \$119,789.03 Including EFT Payments

2. Approval of Payroll Checks

**Payroll – Check #25290 thru Check #25297 - \$175,979.12 Including Direct Deposit,
Benefits, and Payroll Taxes**

4/13/2026

	VENDOR	AMOUNT	
50347	2 Guys For Hire	\$ 550.00	Repair - Maintenance Building / Fire
50348	Aberdeen Office Equipment Inc	\$ 192.78	Operating Supplies / Water \$16.23, Sewer \$16.22 / Financial \$160.33 (Copier)
50349	ALS Group USA, Corp.	\$ 200.00	Sample Testing - Monitoring / Water
50350	Apex Permitting and Consulting	\$ 11,500.00	Comprehensive Plan / Planning \$7500.00, Professional Services / Financial \$ 4000.00
50351	Atlas Copco Compressors	\$ 3,786.48	Chemicals / Water
50352	Borden's Auto Parts, Inc.	\$ 424.98	Streets \$128.56, Water \$20.61, Parks \$14.04, Sewer \$8.18, Fire \$253.59
50353	Bud's Lumber & Electric	\$ 174.05	Streets \$52.82, Parks \$84.55, Water \$16.29, Sewer \$20.39
50354	Cascade Columbia Distribution	\$ 1,739.52	Chemicals / Water
50355	Cascadia Computers	\$ 630.81	Dues - Subscriptions / Financial, Water, Sewer
50356	City of Raymond	\$ 54,494.61	RWWTP April 2026 \$19470.67, O&M January 2026 \$35023.94
<i>EFT Pay</i>	<i>Comcast - EFT Pay</i>	\$ 1,550.36	Communications / All Depts
50357	Correct Equipment	\$ 1,810.07	Capitol Outlay - Water Meter Replacement
50358	Databar	\$ 341.54	Office Supplies - Miscellaneous / Financial
50359	Department of Licensing	\$ 18.00	Concealed Weapon Permit / State Fee
<i>EFT Pay</i>	<i>Dept of Revenue - EFT Pay</i>	\$ 9,156.86	March 2026 Excise Tax on Water/Sewer
50360	Fastenal	\$ 54.64	Miscellaneous / Streets
50361	Grays Harbor County Dept. of Public Services	\$ 163.00	Sample Testing - Monitoring / Water
50362	H.D. Fowler Company	\$ 2,771.38	Materials - Supplies / Water
50363	Harbor Saw & Supply Inc	\$ 53.65	Repair - Mainenance Equipment / Parks \$21.19, Fire \$32.46
<i>EFT Pay</i>	<i>Invoice Cloud-E Pay</i>	\$ 240.60	March 2026 Portal Access Fee
50364	Jennings Equipment	\$ 932.56	Repair - Maintenance Equipment / Water \$466.28, Sewer \$466.28
50365	Kenyon Disend	\$ 1,281.50	Professional Services / City Hall \$1281.50
50366	LV Services	\$ 110.00	Custodial Services / City Hall
50367	Midnight Frog Studio	\$ 216.40	Website Management
50368	North Central Laboratories	\$ 54.05	Chemicals / Water
50369	Office of the State Treasurer	\$ 2,071.33	Court Fines and Forfeitures March 2026 / 1st Qrt 2026 Building Permit Fees
50370	One Call Concepts	\$ 24.60	Locates
<i>EFT Pay</i>	<i>ONLINE Information Services - EFT Pay</i>	\$ 23.20	Credit Reporting / Water, Sewer
50371	Pacific County Prosecutor's Office	\$ 24.14	Court Remittances / Court
50372	Pete Hinton	\$ 65.00	Interpreter / Court
50373	Petro Card	\$ 2,372.84	Fuel / Fire \$611.51 PW \$1041.07 Police \$720.26
50374	Pitney Bowes Bank Reserve Account	\$ 1,000.00	Postage - Meter - Rental -Website Mgmt
50375	Primo Brands	\$ 127.04	Materials - Supplies / Water
50376	PUD #2	\$ 7,948.62	Electric All Depts
50377	SEA Construction LLC	\$ 1,757.47	Materials - Supplies / Sewer \$1757.47
50378	Steve's Front End & Brake Inc	\$ 6,929.60	Equipment Repair / Streets \$1027.90, Sewer \$1300.56, Water \$1300.57, Fire \$3300.57
<i>EFT Pay</i>	<i>VC3 - EFT Pay</i>	\$ 374.24	Dues - Subscriptions / Financial, Water, Sewer

EFT Pay	Verizon - EFT Pay	\$	666.83	All Depts Communication
EFT Pay	VISA - EFT Pay	\$	3,679.26	City Hall \$1418.64, Police \$773.63, Streets \$203.37, Water \$1031.45, Sewer \$252.17
50379	Vision Municipal Services	\$	72.49	Miscellaneous Professional Services
50380	Washington State Patrol	\$	12.00	CWP - State Fee
50381	Westlake Hardware	\$	192.53	Operating Supplies / Water \$143.85, Fire \$48.68
TOTAL		\$	119,789.03	

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

3. ITEMS FROM THE PUBLIC -

Diantha Weilepp suggested utilizing a Library Consortium.

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

A motion was made by Councilor Davis to approve the Consent Agenda and the minutes of the March 9, 2026, regular meeting. Motion carried. **Vote: Ayes-4, Noes-0.**

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

5. CORRESPONDENCE -

The City received a letter from South Bend School District Academic Navigator Kat Staats, regarding Business Week Stockholders Presentation and Tradeshow.

12. DEPARTMENT HEAD REPORTS -

Chief Stigall reported that Sgt. Gonzalez will be participating in Business Week as a judge. He also noted that Police Secretary Eva Knick will be retiring in June, and Mandy Hardy has been hired as her replacement. Mandy will begin on-the-job training on April 1st. Supervisor Houk reported that operations are running smoothly and that the EV Charging Project continues to move forward.

13. MAYOR'S REPORT -

Mayor Barnard reported that a homeowner reached out to express gratitude to both the police and fire departments for their prompt response to an emergency. She also noted that a public notice will be published in the newspaper regarding the City Court's transition to a new system. The Mayor reminded the public that letters of interest for the vacant Council Member Position #3 must be submitted by March 27th. She also reported that she is registered to attend the AWC Conference in June.

14. PUBLIC COMMENT – CURRENT AGENDA ITEMS - None

15. COUNCIL COMMENTS

Councilor Davis asked questions regarding mosquito fund revenues. Councilor Manlow discussed his field trip related to the Cascadia earthquake scenario, led by Brian Atwater of the University of Washington.

16. FUTURE AGENDA TOPICS - None

The meeting was adjourned at 5:40 PM to meet again on Monday April 13, 2026 for a regular council meeting at South Bend City Hall.

Bethany Barnard
Mayor

ATTEST: _____
David Johnson



David Johnson <david.johnson@southbend-wa.gov>

Letter of Intent for City Council position #3

1 message

WS Pearson <wspearson@gmail.com>

Mon, Mar 16, 2026 at 10:44 AM

To: bethany.barnard@southbend-wa.gov

Cc: david.johnson@southbend-wa.gov, Kim Porter <kim.porter@southbend-wa.gov>

To Mayor Bethany Barnard;

current sitting City Council members of South Bend, Wa.,

I am South Bend resident Scot Pearson and am interested in placing my name forward to the selection process of filling recently vacated City Council position #3.

I have been a resident of South Bend (and Raymond) for the past 12 years.

During my residency I have been involved with the local newspaper (Willapa Harbor Herald) as a reporter covering local sports and events, like city council (Raymond and South Bend) and Pacific County commissioner meetings. During this time I have been introduced to many local residents, business owners as well as city and port officials.

This allowed me to quickly get introduced to the community.

I currently volunteer my time with the City of South Bend Planning Commission (2020) as well as with the Pacific County Veterans' Advisory Board (2023). Along with most recently started working with the local Meals on Wheels program.

During my time working with the listed groups I have had further opportunity to work directly and indirectly with some of the individuals currently on the South Bend city council, Pacific County Commissioners and local business owners.

I look forward to an interview to further discuss the position of city council member and to be able to work more directly with the community where I live.

Scot Pearson

South Bend, Wa

wspearson@gmail.com

(360) 281-9204

MEMORANDUM OF UNDERSTANDING

Amendment #17

Between

Pacific County,

City of Raymond, City of South Bend,
and Royal Heights Transfer Station

This Memorandum of Understanding amends the August 1, 2025 – July 31, 2026 adjusted rate per the Transfer Station and Disposal Agreement between Pacific County, the Cities of South Bend, and Raymond, and Royal Heights Transfer Station dated January 1, 2010.

Annual Dec 2024-Dec 2025 CPI Change = 2.34%

	Current	CPI	New
Transportation	\$58.87	85%	\$60.25
Oregon CAT	\$0.18	Actual	\$0.18
Disposal/DEQ Fee	\$28.95	85%	\$29.63
Royal Heights TS	\$43.89	85%	\$44.92
Admin Royal Heights TS	\$0.10	frozen	\$0.10
Pacific County Fees:			
Solid Waste Mgmt	\$5.69	85%	\$5.82
Post-Closure	\$6.93	85%	\$7.09
Moderate Risk Waste	\$2.30	frozen	\$2.30
Fuel Surcharge	\$7.63	Avg Price	\$7.58
Tech. Fee (New fee charged by Wasco County Landfill)	\$0.00	Actual	\$0.08
Contract Rate	\$154.54		\$158.67

The adjusted rate for the Special Handling Fee for self-haulers continues to be:

	Current	CPI	New
Special Handling Fee	<u>\$23.75</u>	frozen	<u>\$23.75</u>
	\$178.29		\$182.42

This agreement shall become effective the 1st of August, 2026. All other terms, agreements and conditions of the original agreement remain in effect.

Signature block on next page.

Entered into and agreed upon by the following signatories to this Memorandum of Agreement on this _____ day of _____, 2026

THE CITY OF RAYMOND, WASHINGTON

BOARD OF COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

Dee Roberts, Mayor

Jerry Doyle, Chair

THE CITY OF SOUTH BEND, WASHINGTON

Bethany Barnard, Mayor

ROYAL HEIGHTS TRANSFER STATION, INC.

Laurence G. Bale, President

ATTEST:

Amanda Bennett, Clerk of the Board