

TOWN COUNCIL AGENDA
February 10, 2025 6:00 PM

- I. Opening Ceremonies**
 - A. Call Meeting to Order
 - B. Pledge of Allegiance
 - C. Roll Call

- II. Public Participation:** None.

- III. Events Application:** Concrete Chamber – Mardi Gras in Concrete (pages 1-6)

- IV. Special presentations:**
 - A. Public Safety – Crime Map and Incident Report – January 2025 (pages 7-8)
 - B. Water & Wastewater

- V. Consent Agenda:**
 - A. Town Council Meeting Minutes – January 27, 2025 (pages 9-13)
 - B. Approval of Claims Checks
 - C. Approval of Payroll

- VI. Public Hearings:** None.

- VII. Old Business:**
 - A. Code Amendments LU24-004 – Ordinance #882 (pages 14-86)
 - B. Airport Lease Modifications – Received as of 02/06/2025 (pages 87-88)
 - C. Parking and Business License Code Updates/Research

- VIII. New Business:**
 - A. Resolution #2025-02 – Authorization to Seek Funding Water System Improvements (page 89)
 - B. Resolution #2025-03 – Authorization to Purchase Equipment (pages 90-93)

- IX. Discussion Items:**
 - A. Income Survey (page 94)

- X. Reports**
 - A. Council Reports
 - i. Parks-Council Member, Cassie Manke
 - ii. Airport-Council Member, Jon Gunnarsson
 - iii. Health & Emergency Care – Council Member, Drew Jenkins
 - iv. HPLC- Representative, Council Member, Stephanie Semro
 - v. Economic Development Commission – Council Member, Stephanie Semro

- XI. B. Staff Reports**
 - i. Planning/Historical Preservation – Kevin Cricchio
 - ii. Admin/Finance-Andrea Fichter, Clerk-Treasurer
 - Treasurer’s Report – January 2025 (pages 95-101)
 - January 2025 Overtime Report (page 102)
 - Delinquent List as of 02/06/2025 (page 103)
 - iii. Public Works- Terry Coggins, PW Director
 - iv. Fire Department – Jaesen Meacham, Fire Chief
 - Calls – January 2025 (page 104)

- C. Mayor Report**

- XII. Announcements**
- XIII. Executive Session** (*if necessary*)
- XIV. Adjournment**

Town of Concrete Town is utilizing Zoom for access to Town Council meetings. The information below is for the next meeting:

Join Zoom Meeting

<https://zoom.us/j/3723563720>

Meeting ID: 372 356 3720

One tap mobile

+12532158782,,3723563720# US (Tacoma)

+13462487799,,3723563720# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 372 356 3720

Find your local number: <https://zoom.us/u/addgwovb80>

**TOWN OF CONCRETE
EVENTS APPLICATION**
(proof of insurance required)
APPLICATION FEES (PLEASE CHECK ONE)

		#		
SPECIAL EVENT	\$43.50 AN EVENT		* TOWN STAFF PRESENCE REQUESTED	\$50.00 PER EMPL, PER DAY
SPECIAL EVENT WITH WATER	\$49.50 AN EVENT		**SANI-CAN REQUEST	\$90.00 PER SANI-CAN, PER DAY
SPECIAL EVENT WITH ELECTRICITY	\$55.50 AN EVENT		** PICNIC TABLES	\$12.50.00 PER TABLE, PER EVENT
SPECIAL EVENT WITH WATER & ELECTRICITY	\$62.00 AN EVENT		MARDI GRAS, 4 TH OF JULY, FLY-IN AND CASCADE DAYS - PICNIC TABLE RENTAL FEES WAIVED - REPLACEMENT COST REMAIN FOR ANY DAMAGE	
SPECIAL EVENT NON-PROFIT ORGANIZATION	\$31.00 AN EVENT		STREET CARNIVAL AND/OR CIRCUS	\$37.00 PER DAY
SPECIAL EVENT NON-PROFIT WITH WATER	\$37.00 AN EVENT		STREET CARNIVAL/CIRCUS WITH WATER	\$49.50 PER DAY
SPECIAL EVENT NON-PROFIT WITH WATER	\$43.50 AN EVENT	X	STREET CARNIVAL/CIRCUS WITH ELECTRICITY	\$55.50 PER DAY
SPECIAL EVENT NON-PROFIT WITH WATER & ELECTRICITY	\$49.50 AN EVENT		STREET CARNIVAL/CIRCUS WITH WATER & ELECTRICITY	\$62.00 PER DAY

ENTER TOTAL FEES HERE \$ 43.50

** THESE FEES ARE IN ADDITION TO THE SPECIAL EVENT OR STREET CARNIVAL/CIRCUS FEE - DAMAGE BEYOND NORMAL REPAIR TO ITEMS WILL REQUIRE EVENT HOLDER TO PAY FULL REPLACEMENT COSTS AS STATED IN THE MOST RECENT FEE SCHEDULE

NAME: VALERIE STAFFORD
 ADDRESS: 8659 SOBEK LN CONCRETE
 PHONE: 360-466-8754

OFFICIAL NAME OF ORGANIZATION:

NAME OF ORGANIZATION: CONCRETE CHAMBER OF COMMERCE
 ADDRESS: PO BOX 743 CONCRETE
 PHONE: 360-853-8784

PERSON DIRECTLY IN CHARGE OF AND RESPONSIBLE FOR EVENT:

NAME: VALERIE STAFFORD
 ADDRESS: ABOVE
 PHONE: _____

EVENT DETAILS:

EVENT NAME: MARDI GRAS IN CONCRETE
 PURPOSE OF EVENT: CELEBRATE MARDI GRAS, ATTRACT VISITORS, PROVIDE FAMILY FUN
 DATE OF EVENT: ATURDAY, MAR. 1, 2025 TIME OF EVENT: 3:00PM-6:00PM
 LOCATION OF EVENT: MAIN STREET, BEAR SQUARE, BAKER STREET
 ROUTE OF EVENT (if applicable): PARADE STARTING AT POST OFFICE & ENDING IN TOWN SQUARE
 APPROXIMATE NUMBER OF SPECTATORS & PERSONS PARTICIPATING: 200
 SETUP/TAKEDOWN TIMES: Line up @ P.O. @ 2:30 - TOWN SQUARE CLOSED AT SAME TIME
 Will this Event include a fireworks display? Yes or No

This institution is an equal opportunity provider, and employer and does not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

Event sponsors or organizations will be required to provide a certificate of insurance to the town before the permit is issued. Commercial General Liability insurance of at least \$1,000,000 per occurrence, \$2,000,000 annual aggregate written on an occurrence form by an insurance carrier.

SPECIAL NEEDS

Number Needed	Item Needed
0	Sani-Cans
2	Extra Garbage Cans
10	Road Closure Cones/Candlesticks
	Access to Power
	Access to Water
Department	ADDITIONAL ASSISTANCE OR EQUIPMENT NEEDED
Public Works	
Police	
Fire	

PROCEDURES FOR EVENT ACTIVITIES

- Anyone desiring to hold a special event in the Town of Concrete should fill out an Events Application and submit with the required fee/s, to the Clerk-Treasurer. Applications for Event Permits must be filed no less than thirty (30) days in advance of the proposed special events activity. Special events include parades, public meetings or assemblies or other organized gathering of a group of persons, or any ceremony, show, exhibition, dance or pageant which may reasonably be expected to result in the gathering of a group of persons, upon any public street, park or other public grounds. They do NOT include funeral processions, a governmental agency acting within the scope of its functions, students going to and from school or participating in educational activities, organized youth and other sports activities.
- The person or organization sponsoring the special events activity shall, on a form prescribed by the town attorney, as a condition to the issuance of a permit, execute an agreement to indemnify and hold the Town harmless from and on any claim that may be made or brought against the Town for loss, injury or damage to any persons or property arising out of or in connection with the special events activity.
- All entry forms to special events activity shall require each individual participant to release the Town from any liability that might be occasioned on account of any injury to the participant or damage to participant's property. If the special events activity will involve minors, said entry form shall provide for a release of such liability on behalf of the minor, by the minor and the minor's parents or guardian.
- **Event sponsors or organizations will be required to provide a certificate of insurance before the permit is issued. Commercial General Liability insurance of at least \$1,000,000 per occurrence, \$2,000,000 annual aggregate written on an occurrence form by an insurance carrier with an "A" rating and licensed to conduct business in the State of Washington must be in received by the Town of Concrete prior to the event. Auto Liability Insurance with at least \$1,000,000 Combined Single Limit written by an "A" rated carrier licensed to conduct business in the State of Washington, is required if motor vehicles (including parade floats, farm type equipment, or other motorized vehicles regardless if licensed or not) are used in the event. The Town of Concrete will be named as an additional insured by endorsement on the event sponsor's or organization's insurance policy. All participants shall also be required to meet the insurance requirements including naming the Town of Concrete as an additional insured. Proof of insurance shall be provided to the Town prior to the permit being issued.**
- Any person or organization sponsoring a special event activity shall be responsible for the prompt and orderly removal of any signs, booths, barricades and any other articles or items erected or used in connection with the special event activity and any trash or debris occasioned by the special event activity. Should the Town for any reason be forced to expend its own funds or staff or use its equipment to ensure the safe and orderly conduct of the special events activity or disassemble or remove any articles erected or used in connection with the special events activity or collect any trash or debris occasioned by the special events activity then the person or organization sponsoring the special events activity shall promptly reimburse the Town for the reasonable cost of same upon presentment of the Town's statement.
- The written permit shall be carried by the person heading or leading the special event activity for which the permit was issued.

I, Valerie Lee, representing Concrete Chamber of Commerce, agree to the above Procedures.

Valerie Lee
(Signature)

2-5-2025
(Date)

This institution is an equal opportunity provider, and employer and does not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

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SPECIAL ACKNOWLEDGEMENT, RELEASE AND AGREEMENT OF INDEMNITY

It is fully understood and acknowledged by the undersigned that the (name of event or organization/ individual) Mardi Gras in Concrete sponsored by Concrete Chamber of Commerce may be conducted along Town streets, across Town intersections and/or on Town property.

With full knowledge of these matters, the undersigned, as sponsor, hereby releases and absolves and agrees to indemnify the Town of Concrete, Washington, its officers, employees and agents, from and against any and all claims of whatever nature arising by reason of participation in the aforementioned event, including injury or death to such participant.

Date: 3-1-2025
Name of Sponsor: Concrete Chamber of Commerce
Address of Sponsor: PO Box 743 Concrete

Signature of Authorized Agent: Valerie J. Lee

Note: Sponsors are required to obtain waivers that include holding the Town harmless from all participants in running, walking, etc., events. Anyone under 18 years of age must obtain a parent's or guardian's signature.

Sign/Banner Placement Request

The Town of Concrete has a structure available for placing event banners or signs. Maximum length of such sign is 10 feet and maximum height is 2.5 feet. Event organizers are responsible for the creation and cost of such banner or sign. The Town will be responsible for the approval and installation of any banner or sign. Signs are only allowed to be placed on the town provided structure.

Signs or banners displayed must be for civic events or non-profit activities and cannot contain commercial advertising or sponsorships.

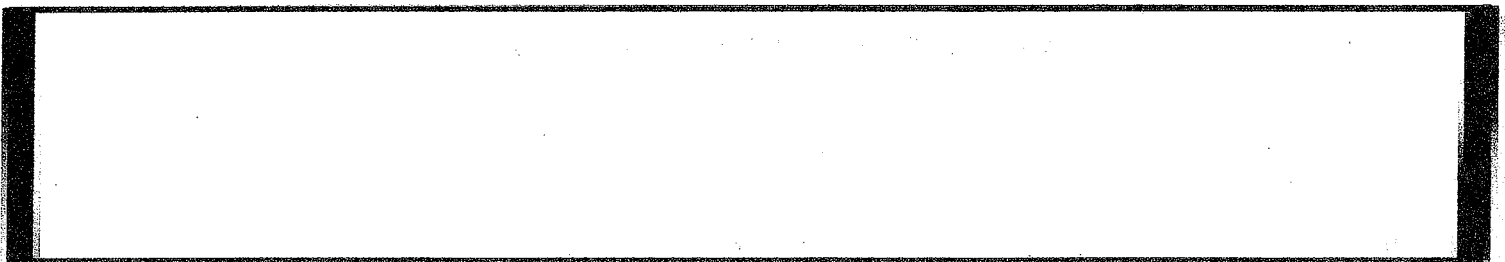
Signs or banners are limited to a maximum size of ten (10) feet in length and two and one half (2.5) feet in height and be legibility at the distance and pace (speed) at which it is to be seen and is limited to the following:

- Name of Event
- Date/s of Event
- Time of Event
- Event logo or other event related image/s

Do you have a sign/banner to be placed for this event? NO

Does it meet the above requirements? _____

Please provide a detailed sketch below or attach sample.



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FOR TOWN USE ONLY
Review and Recommendations

Department	Initials	Date	Comments
Public Works			
Police			
Fire			

Application Fees:

Date Paid: 2/5/25 Receipt No. 29577

Approved Event permits, will only be issued upon receipt of Certificate of Insurance and any other information required by the Town Council.

Insurance received: 2/5/25
Date

Presented to Town Council on: _____

APPROVED DISAPPROVED

SIGNATOR: _____
Mayor

ATTEST: _____
Clerk-Treasurer

OTHER FEES REQUIRED: YES NO

Amount: _____ Description: _____

Date Paid: _____ Receipt No. _____

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/05/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Wycoff Insurance Agency Inc. 501 South 2nd Street P. O. Box 1010 Mount Vernon WA 98273		CONTACT NAME: Brynna Howard PHONE (A/C, No, Ext): (360) 336-2112 FAX (A/C, No): (360) 336-5241 E-MAIL ADDRESS: brynnah@wycoffinsurance.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Ohio Casualty Insurance Co.	NAIC # 24074
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 24-25 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

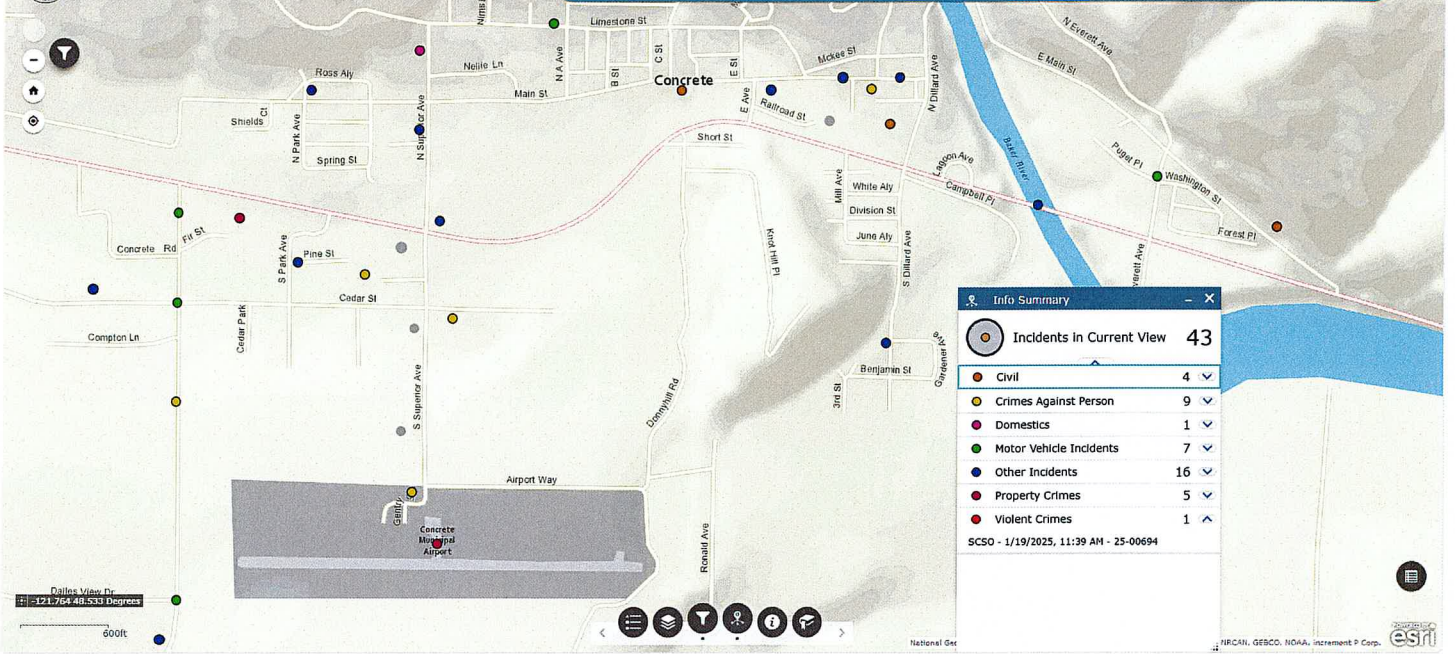
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			BKO56824383	12/01/2024	12/01/2025	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						MED EXP (Any one person) \$ 15,000
	AUTOMOBILE LIABILITY						PERSONAL & ADV INJURY \$ 1,000,000
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						GENERAL AGGREGATE \$ 1,000,000
	UMBRELLA LIAB						PRODUCTS - COMP/OP AGG \$ 2,000,000
	EXCESS LIAB						
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						COMBINED SINGLE LIMIT (Ea accident) \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						BODILY INJURY (Per person) \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							EACH OCCURRENCE \$
							AGGREGATE \$
							PER STATUTE OTH-ER
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

TOWN OF CONCRETE PO BOX 39 CONCRETE WA 98237	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Pamela Mulder</i>
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7

TimeDate	CaseNumber	NatureDesc	Category
1/1/2025, 6:40 PM	25-00030	Trespassing Violation	Property Crimes
1/1/2025, 8:43 PM	25-00032	Property Theft	Property Crimes
1/2/2025, 8:54 AM	25-00038	Animal Problem	Other Incidents
1/3/2025, 10:51 AM	25-00086	Vehicle Accident	Motor Vehicle Incidents
1/3/2025, 7:08 PM	25-00114	Traffic Hazard	Motor Vehicle Incidents
1/4/2025, 10:41 PM	25-00162	Assault	Crimes Against Person
1/6/2025, 2:34 AM	25-00198	Disorderly Conduct	Other Incidents
1/6/2025, 11:51 AM	25-00208	Citizen Dispute	Civil
1/6/2025, 9:19 PM	25-00234	Suspicious Circumstances	Other Incidents
1/7/2025, 7:04 AM	25-00245	Vehicle Accident	Motor Vehicle Incidents
1/8/2025, 7:41 AM	25-00278	Animal Problem	Other Incidents
1/8/2025, 4:27 PM	25-00306	Civil Problem	Civil
1/9/2025, 9:12 PM	25-00344	Warrant Service	Other Incidents
1/10/2025, 6:25 AM	25-00349	Vagrancy	Other Incidents
1/10/2025, 11:22 AM	25-00354	Welfare Check	Other Incidents
1/10/2025, 4:54 PM	25-00373	Property Theft	Property Crimes
1/11/2025, 4:15 PM	25-00405	Suspicious Circumstances	Other Incidents
1/11/2025, 6:37 PM	25-00412	Removal Of Person	Crimes Against Person
1/12/2025, 8:59 AM	25-00428	Vagrancy	Other Incidents
1/12/2025, 2:36 PM	25-00435	Property Theft	Property Crimes
1/12/2025, 9:50 PM	25-00448	Vehicle Accident	Motor Vehicle Incidents
1/13/2025, 9:17 AM	25-00459	Malicious Mischief	Property Crimes
1/13/2025, 2:21 PM	25-00469	Removal Of Person	Crimes Against Person
1/13/2025, 4:22 PM	25-00479	Disorderly Conduct	Other Incidents
1/13/2025, 4:29 PM	25-00482	Disorderly Conduct	Other Incidents
1/14/2025, 10:30 AM	25-00501	Juvenile Problem	Other Incidents
1/15/2025, 10:35 AM	25-00534	Harassment Of Person	Crimes Against Person
1/15/2025, 10:46 PM	25-00567	Violation Of Court Order	Crimes Against Person
1/17/2025, 11:03 AM	25-00611	Assault	Crimes Against Person
1/19/2025, 11:39 AM	25-00694	Gunshot	Violent Crimes
1/19/2025, 1:29 PM	25-00699	Citizen Dispute	Civil
1/21/2025, 7:45 PM	25-00789	Assault	Crimes Against Person
1/22/2025, 9:15 PM	25-00830	Threats	Crimes Against Person
1/22/2025, 9:34 PM	25-00832	Traffic Hazard	Motor Vehicle Incidents
1/23/2025, 9:00 PM	25-00872	Violation Of Court Order	Crimes Against Person
1/24/2025, 4:10 PM	25-00907	Suspicious Circumstances	Other Incidents
1/27/2025, 5:57 PM	25-01019	Vagrancy	Other Incidents
1/28/2025, 2:36 PM	25-01058	Animal Problem	Other Incidents
1/29/2025, 10:13 AM	25-01088	Civil Problem	Civil
1/30/2025, 1:28 AM	25-01124	Traffic Enforcement	Motor Vehicle Incidents
1/30/2025, 3:41 PM	25-01144	Domestic Violence	Domestics
		MONTHLY PATROL HOURS	
		In Town-320	
		In Zone-626	
		Total-946	

**Town of Concrete
Town Council Meeting
January 27, 2025**

6:00 pm. Mayor Reed called the meeting to order. Mayor Reed led the gallery in the Pledge of Allegiance.

Roll Call: Council Members: Councilmembers Rob Thomas, Drew Jenkins (via Zoom at 6:07pm, left meeting around 6:45pm), Stephanie Semro, and Jon Gunnarsson.

Councilmember Thomas made a motion to excuse Councilmembers Manke and Jenkins. Councilmember Gunnarsson seconded the motion. The motion carried unanimously.

Staff Present: Clerk Treasurer Andrea Fichter, and Public Works Director Terry Coggins.

Staff Present Online: Town Planner Kevin Cricchio, Town Attorney Emily Romanenko, and Public Works Assistant Robert Foster.

Audience Members Signed In: Angela Massingale, Carol Young, Jim Massingale, Bill & Letha Sullivan, John Boggs, Stephanie Morgareidge, Jill Gunnarsson, Srg. Steve Dills, Valerie Stafford, Dunja Williams, Guy Borgford, Gabe Asarian, Jean Wilkens, and Tonya Torheim.

Audience Members Signed in Online: Racquel Muncy, TL-Guest, and Anne Bussiere.

Public Participation: Amending Parking Restriction in Front of Veterans Memorial Park – 2 Hr. Limit: Mayor Reed stated that she believes a number of the audience members are here tonight to discuss this issue, so she would like to move this up on the agenda.

Mayor Reed stated there is a continued issue with parking in front of Veterans Memorial Park and the blocking of the Town Center Sign. Discussion ensued on limiting parking to 2-hours in this location.

Emily stated this would be a minor code amendment and would include the tow option.

Councilmember Semro asked if the sign could allow for County, town, or state employee parking. Emily stated it could read to exclude governmental vehicles or business at the Resource Center.

Councilmember Thomas asked how enforcement would work and how we would know who was there for Resource Center business. Emily stated some type of permit could be issued.

Councilmember Thomas stated that he is good with a 2-hour time limit with the exception of events and County business and that it includes the proper tow language.

Angela Massingale: Angela stated that many of the audience members are here tonight because of this particular parking issue. She also stated that according to state law, you cannot advertise a business on your vehicle if that business is not an actual business. She stated the rules for the parking area in front of Veterans Memorial Park need to change. She stated this is a park dedicated to our veterans and the blocking of the memorial monument is disrespectful.

Emily stated that she has not researched enforcement options regarding businesses licensing in the town and state. She stated a review of the code to see what resources we already have in place needs to be completed, and then if something needs to be added, that can be done as well. She stated she will work with Andrea on this. She stated the zoning code could also be reviewed and

see what businesses are allowed under that zoning. Andrea stated this particular person does not have a physical business location in town.

Audience member John Boggs stated that if the town only addresses the area in front of Veterans Memorial Park, then this person will just move to another area in town. John also stated that he believes the County employees should park at the lower parking lot and leave more room for their customers in the upper parking lot. He also asked why not just issue parking permits instead of putting a list of exceptions all on one sign.

Councilmember Thomas stated that he is not looking to add more to town staff or to Ms. Semro's job duties with the issuance and tracking of permits, but the town needs to do something about the parking issue.

Emily stated that municipal codes are fluid and ever changing. She stated the code can be changed now and if it does not seem to solve the problem, it can be changed again in the future.

It was consensus of the Council to limit parking to 2-hours in front of Veterans Memorial Park with the exception of County business or a special event. Andrea and Emily will work together on any needed code amendment and wording for the signage. Councilmember Thomas requested this be placed back on the agenda for the next meeting.

Dunja Williams: Dunja stated that she is here tonight to discuss a dog park in town. She stated that she has noticed an increase in dogs and dog owners and would like to get an update on the dog park idea. She stated it has been talked about for years and nothing has happened yet. She stated there could be two separate parks, one for smaller dogs and one for larger dogs. She stated that she would even volunteer to clean up dog feces in the areas chosen. She stated she would be willing to complete another petition if needed or put something on Facebook to get feedback. She stated she believes a dog park is an important project for this area with the leash laws in place and would give these dogs a place to run.

Councilmember Semro stated that she believes a dog park is a good idea and would give people other options for where they let their dogs run loose.

Guy Borgford – Co-Op Proposal: Guy stated that he is the chair of the Economic Development Commission and has lived in this area for a little over 3 years now. He stated that he has submitted a first draft of a business proposal for a co-op here in town. Guy explained what a co-op is and how they are community based.

He stated that he believes the Lonestar Restaurant building is a perfect location and that he has spoken with several community members who are interested in the co-op idea.

He stated this would be a combination of retail and grocery options with more organic choices than are currently offered in this area.

Guy stated a venture like this could also open the town up to other options for grant funding. He stated the Lonestar is a good option but another option could be the Superior Building but that would require a lot more work and funding. He stated the next step is to schedule a community meeting to gauge interest.

Councilmember Semro stated that she loves this idea but to remember this is a low-income area where people are already struggling to afford food and asked if he believes that membership dues would be paid. Guy stated that membership dues would be optional.

Audience member John Boggs asked if he has actually been inside the Lonestar and knows that it does not have a full basement and the ceiling in the basement is very low. He stated it might only be usable for storage. Guy stated that he has toured the building and is aware of the basement constraints and explained other options that area could be used for.

Councilmember Thomas asked what the financial projections he has included are based on. Guy stated that was just an internet search, with basic numbers. Councilmember Thomas asked if he has reached out the co-op in Mount Vernon. Guy stated that he asked if they would be interested in expanding into this area, but they were not, and he has not discussed the idea any further with them.

Councilmember Semro stated that she is not sure the town buying the building is a good option as it would add more maintenance and other items to town staff duties.

Audience member John Boggs asked what the advantage to the town would be for buying the building and asked if he has reached out to other private parties or building owners with this idea. Guy stated the new owner of the old school building may be interested but he has not talked to her yet.

Events Application: None.

Special Presentations: Public Safety: Sergeant Dills reported the transient discussed at the last meeting has relocated to the Mount Vernon or Oak Harbor areas.

He also reported on the oral boards that were completed recently and there are 4 deputies interested in joining the East Detachment.

He also reported that he applied for and has accepted a Lieutenant position and they will be hiring a new sergeant for this area.

Water and Wastewater – Water and Wastewater Reports for December 2024: Mayor Reed stated the reports were included in their packets.

Consent Agenda:

Town Council Meeting Minutes – January 13, 2025

Approval of Claims Checks: #10413 to #10425 - \$14,577.37

Void Check #10420

Councilmember Thomas made a motion to approve. Councilmember Semro seconded the motion. The motion carried unanimously.

Public Hearings: None.

Old Business: Resolution #2025-01 - Authorization to Seek Funding: Andrea stated this is the official resolution to go with the decision made last week to allow Guy to apply for funding.

Councilmember Thomas made a motion to approve. Councilmember Semro seconded the motion. The motion carried unanimously.

4th of July Drone Show: Councilmember Semro stated there might be some type of grant funding available for this. Discussion ensued on researching possible grant funding or donations before committing to scheduling this.

Lease Modification Approvals as of January 23, 2025. Andrea stated that besides what is in their packets, there were four more received today.

Councilmember Thomas made a motion to approve. Councilmember Gunnarsson seconded the motion. The motion carried unanimously.

New Business: Volunteer Services Agreement – Guy Borgford: Andrea stated that after discussing the grant application that Guy is applying to and the possibility of sensitive town information being required, it was decided that an agreement should be put into place.

Councilmember Thomas made a motion to approve. Councilmember Semro seconded the motion. The motion carried unanimously.

Discussion Items: Income Survey Public Notice: Andrea stated the second round of surveys have gone out and the town is still around 140 responses away from the survey being valid. She reminded anyone that lives in town limits to please complete and return the survey if they have not done so already.

Main Street Trees: Mayor Reed stated that she and Terry met onsite with Kevin last week and reviewed the trees in question. She stated that Kevin provided her with contact information for a gentleman who owns a nursery and has assisted other towns and cities to determine what trees would be best. She stated she has contacted him and plans to meet with him soon.

Council Reports: Parks: Cassie Manke: Mayor Reed stated there is not much going on in parks right now, but they plan to start back up soon.

Airport: Jon Gunnarsson: Councilmember Gunnarsson stated it is still pretty quiet at the airport right now. He stated fuel levels are down around 500 gallons so we may need to order fuel soon. He also stated he has ordered the part for replacing the card reader screen. He also requested that he be included in any airport zoning related discussions.

Health and Emergency Care: Drew Jenkins: No report.

Historic Preservation and Landmarks Commission: Stephanie Semro: Councilmember Semro stated they discussed historic design guidelines and the need for a design review code section. She stated they also discussed needed code language for the inclusion of a Historic District which Kylee is working on with DAHP to get established here in town. She also reported that John Boggs has submitted his resignation and that Kylee will be filling in as Chair for now.

Economic Development Commission Stephanie Semro: Councilmember Semro stated they have not met again since the last Council meeting report.

Department Reports: Planning Commission/Historical Preservation: Kevin Cricchio: Kevin reported the code amendments he has been discussing the last few months went to Public Hearing at the Planning Commission last Tuesday. He stated these are for the airport zoning, sidewalk use and a new chapter on ADU's. He stated the Planning Commission recommended approval with some minor edits and the removal of the airport items for now. He stated this will come before the Council at their next meeting in February.

Kevin also reported that work on the comp plan update is progressing well. He also reported on the design guidelines discussion and that he will be working on code language for design review requirements.

Administration/Finance Report: Andrea Fichter: Andrea stated that she has been working with Kevin on a number of items, as well as the new town attorney.

She stated the firm that is completing the airport rate survey has reached out to several airports to get comparisons and they hope to have a report to the town in March. She stated she is also working with Emily on updates to the lease language which they plan to bring to Council around that same time.

Public Works: Terry Coggins: Terry reported they are continuing to work on the town hangar as well as the mower.

He also stated they will be replacing guardrail on Grassmere and Main Street soon after it was determined those were actually owned by the town and not the County.

Fire Department: No report.

Mayor's Report: Mayor Reed stated she did not have anything further and is just glad it has not snowed yet.

Announcements: Andrea stated she is working on getting quotes for resurfacing the tennis courts and has a grant application webinar this week on some possible funding for this.

Executive Session: None.

Adjournment: Councilmember Thomas made a motion for adjournment at 7:15 p.m. Councilmember Gunnarsson seconded the motion. The motion carried unanimously.

Marla Reed, Mayor

Attest: Andrea Fichter, Clerk Treasurer