Odessa Town Council Minutes

January 9, 2023

PUBLIC HEARING FOR ASSET MANAGEMENT PLAN GRANT

Mayor Crossley called the Public Hearing to order at 7:00 p.m. This meeting was held in person and via the ZOOM app due to the Coronavirus Pandemic, Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Clark, Councilmember Iverson, Councilmember Reyes, Clerk Treasurer Bohn, Public Works Director Paszkeicz, Zoning Inspector Knerr, and public citizens.

In attendance was Century West Engineering firm who represents the town. Engineers Len Bramble and Hunter Carroll explained the purpose of the Asset Management Plan Grant in detail. Mayor Crossley opened the meeting for Public Comments. There were no public comments. Mayor Crossley adjourned the Public Hearing at 7:04 p.m.

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:04 p.m. This meeting was held in person and via the ZOOM app due to the Coronavirus Pandemic, Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Clark, Councilmember Iverson, Councilmember Reyes, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Zoning Inspector Knerr and public citizens.

ADDITIONS OR DELETIONS TO AGENDA

There was one deletion under financials (d.) December Financials and Treasurer’s Report

APPROVAL OF MINUTES

The December 12, 2022 regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe.

APPROVAL OF FINANCIALS

September, October, and November 2022 Treasurer’s Reports, December Open Council Claims Clearing Check #11304-11337 for $212,011.39 were approved upon a motion by Councilmember Lobe, seconded by Councilmember Reyes. January 12, 2023 claim clearing checks #11338-11355 for $44,723.06 were all approved upon a motion by Councilmember Kramer, seconded by Councilmember Clark.

PUBLIC COMMENTS

Resident Mr. Lynn Schmidt asked about getting his water meter fixed at his commercial location on first avenue and Alder Street. Public Works Department will look into getting it fixed in the coming week.

UNFINISHED BUSINESS

The addition for the hospital inspection agreement with Northwest Code Professionals to appoint the Mayor as contact for the agreement for the town was approved upon a motion by Councilmember Clark, seconded by Councilmember Lobe. The fees for the contract were also approved by Councilmember Iverson, seconded by Councilmember Kramer. The entire contract was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe. All three motions passed.

NEW BUSINESS

* Councilmember Landon Lobe was approved as the Mayor Pro-Tem appointment for the year 2023. This was approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion passed.
* The airport contract for the town was reviewed and council decided to do a fifteen percent increase for 2023 for the Tie Down fees. This fee has not been increased in the last 5 years. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Reyes, motion passed.
* Resolution 2023-01; Town Fees for 2023 was approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion passed.
* Resolution 2023-02; to change fence height restrictions in town from forty-two inches to four feet tall in the front yard was approved with corrections on number two wording with a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion passed.

CLERK REPORT

Clerk Treasurer Bohn reported that the brand-new website for the town is up and running. The grant for the updates to the Community center are underway with engineering. Animal tag sales are up in the town for how early it is in the year.

POLICE REPORT

There was no Police report.

FIRE REPORT

It was announced that the Fireman’s auction is scheduled for February 25, 2023.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. The town backhoe has broke down and a rental has been delivered to the town for a month. The south sewer lift station pump has quite working, a temporary has been placed until the main one is repaired. Director Paszkeicz is working on his water distribution testing in the coming weeks.

COUNCIL REPORT

Councilmember Kramer spoke about moving the display case in the lobby of the Community Center.

MAYOR’S REPORT

Mayor Crossley reported on an update for the grant with the community center. The architects are planning on splitting the bid into two separate bid packages. The first one will be the roof replacing and the second will be all the office updates to the building.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:49 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

January 23, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person and via the ZOOM app due to the Coronavirus Pandemic, Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Clark, Councilmember Iverson, Councilmember Reyes, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Zoning Inspector Knerr and public citizens.

ADDITIONS OR DELETIONS TO AGENDA

There was one deletion under Approval of minutes. The January 9, 2023 regular council meeting minutes were taken off the agenda until the next council meeting.

APPROVAL OF MINUTES

The December 28, 2022 special Council Meeting Minutes were approved upon a motion by Councilmember Reyes, seconded by Councilmember Lobe.

APPROVAL OF FINANCIALS

December Financials and Treasurer’s Report and January 23, 2023 Claims Clearing Check #11360-11374 for $11,024.71 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Iverson.

PUBLIC COMMENTS

Resident and owner of the Golf Course, Mr. Lynn Schmidt would like the town to approve the dumping of the honey bucket portable potties at Desert 100 races to be dumped at the Golf Course location. He said it wouldn’t be a large amount but if the town would be on board in letting him offer that as an option to the porta-potty trucks. Public Works Director Paszkeicz said he would look into that option and see how much it would affect the sewer plant/lift station and what kind of chemicals the trucks use first.

UNFINISHED BUSINESS

* Building Permit 2022-24 for a new fence at 412 S Birch Street was tabled until next meeting. The permit went to the Planning Commission who approved the permit. Council would like to have a physical site visit before they decide if they want to pass the permit. The fence is in question if it was existing or if it is indeed new. Tabled until next council meeting in February.
* Building Permit 2022-30 for a new fence at 409 S Birch Street was approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer.

NEW BUSINESS

There was no New Business.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. Year end process is currently underway, and tax W-2 forms are being processed. New fees for the year 2023 are being entered into our system.

POLICE REPORT

There was no Police report.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. The backhoe has been fixed and is back up working again. Geo Engineering has completed the well study grant and is having a meeting this coming week with the town. The lift station lost a pump and a temporary replacement has been put in until repairs are done on the main one. Director Paszkeicz is attending his Water Distribution Manager I test next week.

COUNCIL REPORT

Councilmember Iverson asked about a grant update for the Community Center. Mayor Crossley said the grant is underway and still in the architects desk at this time, should be going out for bid in the coming week or two.

MAYOR’S REPORT

Mayor Crossley reported on the new police officer Bentler that was hired and officially starts on January 26, 2023. He announced that Rural Resource Mayor’s Meeting will be held in town on March 14, 2023 at the Old Town Hall with lunch being served.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:28 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

February 13, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person and via the ZOOM app due to the Coronavirus Pandemic, Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Clark, Councilmember Reyes, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Fire Chief Walter, Zoning Inspector Knerr and public citizens. Councilmember Iverson was absent.

ADDITIONS OR DELETIONS TO AGENDA

* There was one addition under New Business (f) Road closure for construction purposes at Community Center.
* There was one deletion under Financials. The January Financials and Treasurer’s Report was deleted until next council meeting.

APPROVAL OF MINUTES

The January 9, 2023 and January 23, 2023 regular Council Meeting Minutes were approved upon a motion by Councilmember Reyes, seconded by Councilmember Clark.

APPROVAL OF FINANCIALS

January 2023 Payroll claims clearing check #11375-11391 for $31,585.48 and February 13, 2023 claims clearing check #11392-11423 for $70,853.18 and voided voucher #11347 for $219.81 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Lobe.

PUBLIC COMMENTS

Owner of the local Golf Course Ms. Hannah Schmidt inquired again about the approval to have the Desert 100 race sewer truck dump at the Golf Course location. Public Works Director Paszkeicz said he would like to speak with the company directly about details of what they use in their truck. He is concerned that the chemicals could mess with the levels at the lift station sewer plant. This will be discussed later when details are known from the company.

UNFINISHED BUSINESS

Building Permit 2022-24 for a new fence at 412 S Birch Street was tabled until next council meeting on February 27, 2023.

NEW BUSINESS

* Ms. Janice Meats and Commissioner Mr. Scott Hutsell attended the meeting and gave an update on the Broadband grant and discussed the Broadband Franchise Agreement.
* Mr. Nate Lathrop, owner of Rolling Thunder submitted a request to close Division Street on July 2, 2023 for the annual car show. This was approved upon a motion by Councilmember Clark, seconded by Councilmember Kramer, motion passed.
* Odessa PTO submitted a letter requesting to close the side road by Fest Plaza on April 29, 2023 for the Spring Fling Vendor Event. This was approved upon a motion by Councilmember Reyes, seconded by Councilmember Lobe, motion passed.
* Resolution 2023-03; town surplus items for the Fire men’s auction was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion passed.
* Building permit 2023-01; re-roof at 710 E Second was approved by Councilmember Reyes, seconded by Councilmember Clerk, motion passed.
* The town submitted a road closure request to close off First Street between the Community Center and the Public Works Building for the updates to the Library and Community Center project. A temporary portable work office is being delivered to put the Town Clerk’s Office in temporarily. This was approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion passed.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She said the Clerk’s office is gearing up for the move to the temporary office space while construction takes place. She is starting work on the year end report for 2022. The Tie-Down Apron Airport project is going out for bid next in the coming weeks. They are working with the Department of Criminal Justice to get new Police Officer Bentler registered for the Equivalency Academy for Law Enforcement.

POLICE REPORT

Soon to be Officer Bentler reported on departmental activities. He qualified for the firearms certification and passed. He is currently waiting to attend the Equivalency Academy and currently studying on department regulations.

FIRE REPORT

The Fire Auction was announced coming up on February 25, 2023.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He reported he took his WDM1 certification test and passed. Public Works will be burning the brush pile in the coming week. They are also working and getting the Clerk’s office packed up and moving in the coming week to the new temporary location.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported the bid opening for the grant for the Community Center and Library will be on March 2, 2023 at 12:30 p.m. The project is being ran in the newspaper this week and next week.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:46 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

February 27, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person and via the ZOOM app due to the Coronavirus Pandemic, Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Clark, Councilmember Reyes, Councilmember Iverson, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Police Officer Bentler, Fire Chief Walter, Zoning Inspector Knerr and public citizens.

ADDITIONS OR DELETIONS TO AGENDA

There was one addition under Approval of Financials: February 2023 Payroll.

APPROVAL OF MINUTES

The February 13, 2023 regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

APPROVAL OF FINANCIALS

January 2023 Financials and Treasurer’s Report, February 2023 Payroll claims clearing check #11424 -11441 for $35,325.70 and February 27, 2023 claims clearing check #11442-11458 for $150,324.53 and plus EFT’s were approved upon a motion by Councilmember Lobe, seconded by Councilmember Clark, motion carried.

PUBLIC COMMENTS

There were no Public Comments.

UNFINISHED BUSINESS

Building Permit 2022-24 for a new fence at 412 S Birch Street was brought back for discussion. The permit was approved upon a motion by Councilmember Reyes, seconded by Councilmember Clark. Councilmember Iverson voted no against the motion. Motion carried with majority vote.

NEW BUSINESS

There was no New Business.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. The bid opening for the Community Center construction project will take place this week on Thursday March 2, 2023. Monthly bills are being processed to go in the mail tomorrow. The Airport Apron Tie-Down Project is being published this week in the Newspaper asking for bids. The new Police Officer Bentler will be attending the March Equivalency Academy for training. She reported the Clerk’s Office is transitioning into their new temporary office as construction will begin in the next two weeks.

POLICE REPORT

Soon to be Officer Bentler reported on departmental activities. He said the East-side speed limit digital sign is not working properly and will be sent back to the factory for repairs shortly. No data is being able to be downloaded off the readout from the sign. Bentler also reported he will be attending Equivalency Academy in March. It is a ten-day course that is needed before he is in the field.

FIRE REPORT

Fire Chief Walter reported on departmental activities. He said the Annual Firemen’s Auction had 769 items submitted and 274 bidders registered to bid at the auction. Chief Walter is concerned about a residence in town that is burning broken-down campers in their yard to clean up the property. He would like the Clerk’s office to get ahold of the owner who resides out of town and notify them that they can not be burning those in town.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He stated that Public Works has been working hard on getting the Clerk’s Office and the Library packed up and moved into their temporary portable to prepare for the upcoming construction project.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported the bid opening for the is this Thursday March 2, 2023. He reminded Council and public that the next few months of Council meetings will be held at the Old Town Hall until the construction project is completed.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:16 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

Special Meeting

Monday, March 6, 2023 – 5:00 p.m.

CALL TO ORDER

Mayor Crossley called the meeting to order at 5:06 p.m. Present were Councilmember Lobe, Councilmember Kramer, Councilmember Clark, Councilmember Reyes, Clerk-Treasurer Bohn. Councilmember Iverson was absent.

NEW BUSINESS

* Mayor Crossley discussed the Notice of Award for the Small Business Grant for the Community Center Building. The town received one bid from Halme Builders for $1,350,000.00 for building upgrades and renovations. The council gave their approval and authorization to have Mayor Crossley to execute a Public Works contract with Halme Builders not to exceed the amount of $1,350,000.00. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Reyes, motion carried.
* Resolution 2023-03 to amend Resolution 2009-1; Small Works Roster; Section 3(1) and 3(3), To increase the bid limit as set by the State of Washington from $150,000 to $350,000 for the town. This was approved upon a motion by Councilmember Kramer, seconded by Councilmember Clark, motion carried.

ADJOURNMENT

With no further business Mayor Crossley declared the meeting adjourned at 5:12 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

March 13, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person at the Old Town Hall located at 104 First Ave W and via the ZOOM app. Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Clark, Councilmember Reyes, Councilmember Iverson, Clerk/Treasurer Bohn, Police Officer Bentler, Zoning Inspector Knerr and public citizens.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

APPROVAL OF MINUTES

The February 27, 2023 regular Council Meeting Minutes and the March 6, 2023 Special Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

APPROVAL OF FINANCIALS

March 13, 2023 claims clearing check #11459-11477 for $39,447.95 were approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.

PUBLIC COMMENTS

Resident Mrs. Sandy Smith attended the council meeting and asked if the benches or picnic tables could be set out for the Spring Fling event. The council discussed it and Mayor Crossley said that should not be an issue. He will let Public Works Director Paszkeicz know as he is not in attendance at the meeting.

UNFINISHED BUSINESS

Building Permit 2022-31 for an addition at 502 E Amende Drive was brought up again for discussion. This permit was applied for in 2022. It is for the Town’s Public Hospital. The council discussed this in detail as the town had to go through a third party for building inspection services since the addition is bigger than the scope of what the current building inspector can handle. This was approved upon a motion by Councilmember Iverson, seconded by Councilmember Clark, motion carried.

NEW BUSINESS

* Mr. Alex Capron with Lincoln County Shoreline Master Plan (SMP) Coalition joined the meeting via Zoom. He spoke to the council about the coalition and what is currently needed from Odessa, as this must be updated every so many years to stay in compliance. Odessa has teamed up with a couple other small towns to form the coalition and will get the necessary updates done.
* Ms. Farren Reinbold with the Noxious Weed Board attended the meeting. She gave a presentation on Noxious Weeds and what the Board handles in different situations. She handed out her contact information to the Council.
* The Council took a first look at Ordinance 728; Lincoln County Fiber Franchise Agreement. The Town’s Attorney has reviewed the document and made suggested changes to the Ordinance. This will be at the next Council for adoption.
* A quote was submitted by Ms. Tara Dunford, who is a Certified Public Accountant to the Town. The town needs to find an Accountant to look at the financials. With the change over the last 5 years with multiple Clerk’s and office personnel, financials need to be gone through to satisfy the State Auditor’s Office and auditing purposes. This was discussed and the council approved upon a motion by Councilmember Reyes, seconded by Councilmember Iverson, motion carried.
* Building permit 2023-02; for garage repairs at 109 S Fifth Street was approved upon a motion by Councilmember Lobe, seconded by Councilmember Reyes, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She said the Clerk’s office has officially moved into the new temporary office pod space and construction is starting in the coming days on the Community Center. The Airport Tie Down Project is advertised for bidding on March 29, 2023 @ 1:00 pm.

POLICE REPORT

Soon to be Officer Bentler reported on departmental activities. He said there has been an arrest for the multi-statewide jewelry scam on the west coast. Odessa had the scammers get money from locals in this town. Lincoln County Sheriff’s department is giving Odessa a spotlight for our patrol car. The new town patrol car is second in line for production, Odessa should be receiving notice shortly that it is ready for pickup. He reported the digital new speed sign on the Eastside of town is not working properly. It is being shipped back under warranty for repairs.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

There was no Public Works Report.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported about Well #4 generator grant. He also announced that the quarterly Mayor’s Meeting will be held on Tuesday March 14th at 12:00 pm.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:37 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

March 27, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person at the Old Town Hall located at 104 First Ave W and via the ZOOM app. Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Clark, Councilmember Reyes, Councilmember Iverson, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Zoning Inspector Knerr and public citizens.

ADDITIONS OR DELETIONS TO AGENDA

There was one deletion under Approval of Financials. February Financials and Treasurer’s Report was deleted until the next council meeting.

APPROVAL OF MINUTES

March 13, 2023, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

APPROVAL OF FINANCIALS

March 27, 2023, claims clearing check #11483-11521 for $22,464.80 and March 2023 Payroll check #11478-11501 and EFTs for $48,272.59 were approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.

PUBLIC COMMENTS

There were no Public Comments.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

* Building permit 2023-03; new fence at 409 S Alder Street was approved upon a motion by Councilmember Lobe, seconded by Councilmember Clark, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She said the airport Tie-Down Apron project has a public bid opening on Wednesday March 29, 2023. The Clerk’s office received two records requests that were completed. Bohn also said she is working on USDA yearly reports and year end reports for the State Auditor’s Office.

POLICE REPORT

There was no Police Report.

FIRE REPORT

Clerk Treasurer Bohn said Fire Chief Walter could not attend the meeting. He wanted it passed along that he is okay with open burning for the town during the month of April, but please contact him first before burning takes place.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He said the first meter reading of the season took place last week. The department has been working on the lift station pump that had previously quit working. In the coming weeks Public Works will be working on the Cemetery and pool slide to get things ready for the upcoming season.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported that the new Police Chief that we had extended an offer to, has now rescinded his offer. The Town will be going back out, opening the job to the public again. Mayor also reported that the Lift Station project is being delayed due to the Department of Ecology’s decision.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:12 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

April 10, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person at the Old Town Hall located at 104 First Ave W and via the ZOOM app. Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Clark, Councilmember Reyes, Councilmember Iverson, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Police Officer Bentler, Zoning Inspector Knerr and public citizens.

ADDITIONS OR DELETIONS TO AGENDA

There was one addition under New Business (d) Building Permit 2023-04.

APPROVAL OF MINUTES

March 27, 2023, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

APPROVAL OF FINANCIALS

February Financials and Treasurer’s Report, March’s Financials and Treasurer’s Report, and April 10, 2023, claims clearing check #11522-11553 for $342,120.93 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Clark, motion carried.

PUBLIC COMMENTS

There were no Public Comments.

UNFINISHED BUSINESS

Ordinance 728; Lincoln County Fiber Franchise Agreement was tabled until the next council meeting on April 24, 2023 so the Town’s Legal Counsel can review it before a motion is brought forth.

NEW BUSINESS

* The Odessa Airport Apron Tie-Down project needs approval from the town council to name Mayor Crossley the executor for the project. This was approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.
* Odessa Airport Apron Tie-Down project lowest bidder was J.M. Pacific Construction, Inc. out of Moses Lake, WA. The Town is seeking to award them the contract pending FAA grant funds. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Iverson, motion carried.
* Council approval is needed to submit the FAA grant application to cover construction for the Airport Tie-Down Apron Project. This was approved upon a motion by Councilmember Reyes, seconded by Councilmember Clark, motion carried.
* Building permit 2023-04; fence replacement at 306 E First Avenue was approved upon a motion by Councilmember Reyes, seconded by Councilmember Lobe, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She said the Department of Commerce will be on-site next week to do a walk through for our Small Business Grant which is providing updates to the Community Center Building. She said the Tie-Down Apron Project bid opening has taken place and plans to award the lowest bidding contractor in the coming days.

POLICE REPORT

Deputy Marshal Bentler reported on departmental activities. He said there have been three junk vehicles processed for an address here in town. Deputy Bentler said he is done with the Equivalency Academy and will be in uniform soon once his gear is available. He gave council the stats of the electronic speed signs that are located on the edges of town. He also noted that the speed radar in the patrol car is not working currently and will have it looked at.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He said he is meeting with the town engineer regarding well four generator, as a possible addition may be needed on the building. Dumpsters will be delivered for Spring Clean-up tomorrow to town from CDSI. Director Paszkeicz said there is a company that is coming to town to look at the pool slide that needs to have work done on it. The company said they might be able to repair the slide on-site. Water is scheduled to be turned on in the parks next week and street sweeping will be starting up for the season soon.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported that weekly construction meetings are taking place on Tuesdays with Halme Construction for the grant for the Community Center. He announced that Guardian Roofing will be doing the roofing project on the Heimbigner building. Mayor said the Department of Ecology has delayed our drying bed project for the lift-station at the sewer plant until some details are figured out.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:17 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

April 24, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person at the Old Town Hall located at 104 First Ave W and via the ZOOM app. Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Clark, Councilmember Iverson, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Police Officer Bentler, Fire Chief Walter, Zoning Inspector Knerr, and public citizens. Councilmember Reyes was absent.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

APPROVAL OF MINUTES

April 10, 2023, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

APPROVAL OF FINANCIALS

April 24, 2023, claims clearing check #11559 - 11577 for $31,419.20 and voided check #11541 for $372.60 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Clark, motion carried.

PUBLIC COMMENTS

There were no Public Comments.

UNFINISHED BUSINESS

Ordinance 728; Lincoln County Fiber Franchise Agreement had been tabled at the last council meeting until the Town’s attorney had a chance to review the final draft. The council viewed and discussed the ordinance and the changes that had been made by legal counsel. The ordinance was approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

NEW BUSINESS

* Mr. Paul Scheller from the Old Town Hall Rejuvenation Society (OTHRS) attended the meeting. He gave handouts to the council with details discussing everything that is going on at the Old Town Hall with updates and renovations.
* Mr. Brett Antczak the new Chief Executive Officer (CEO) at the Odessa Hospital attended the meeting. He explained the updates that are going on at the hospital along with the large addition that is happening to the Hospital building currently.
* Mr. Timothy Brockman, owner of 202 W Second Avenue submitted a letter requesting a leak adjustment to his bill. The water had been leaking through the entire wintertime when the meters were not being read. He stated his tenants never heard any water running. He was billed $1,335.86 for the month of March which is due April 15, 2023. The council discussed the bill but since the amount is so high, they were willing to make an adjustment on a portion of the bill. The Mayor said water leak adjustments are typically in the ballpark of $200-$300 max. Mr. Brockman was requesting to have the entire water overage waived. The council agreed to give credit on the bill for the water leak of $300.00 total. The water portion on the bill was $943.05 for consumption. The total owing would be changed from $1,335.86 to $1,035.86. This was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* Resolution 2023-05; WSDOT FAA Grant match funds for the Tie-Down Apron Project was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She said pool interviews were being set up for eight applicants with a couple new potential lifeguards applying. The Department of Commerce walk through with the Small Business Grant for the Community Center upgrades was completed last week and went well. She is meeting with contractor Halme Builders to go over paint details in the coming week for the Community Center. The electrical generator contract project for the building is also being put together and should be submitted to the Small Works Roster for quotes in the coming days. The end of the year report is in process which Bohn has been working on diligently as the deadline is the end of May 2023 to have it submitted. Monthly billing is being processed in the next couple days.

POLICE REPORT

Deputy Marshal Bentler reported on departmental activities. He said the brand-new police vehicle was delivered today right before the council meeting. The old police vehicle is having electrical issues. He is training with Lincoln County learning the ropes. He has received a lot of new calls.

FIRE REPORT

Fire Chief Walter reported there was one structure fire fifteen miles southwest of town. There was one telephone pole fire in town. He announced that the training trailer is arriving soon for the fire department.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. Water meters have been turned on at the cemetery and parks. Seasonal meter reading has begun for the year. Public Works Department is working on the cemetery to get it ready for summer and Memorial Day.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported that the town had the new police car delivered this evening. It is parked outside, and people are welcome to view it if they would like to.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:34 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

May 8, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person at the Old Town Hall located at 104 First Ave W and via the ZOOM app. Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Clark, Councilmember Iverson, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Police Officer Bentler, Zoning Inspector Knerr and public citizens. Councilmember Reyes was absent.

ADDITIONS OR DELETIONS TO AGENDA

* There was one deletion under Approval of Financials for Aprils Financials and Treasurer’s Report. This will go on at the next Council meeting on May 22, 2023.
* There was one addition under New Business (e.) Heavy and Commercial Truck Regulations

APPROVAL OF MINUTES

April 24, 2023, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

APPROVAL OF FINANCIALS

April Payroll checks #11554 – 11593 plus EFT’s totaling $50,594.37 and May 8, 2023, claims clearing check #11596-11620 plus EFT’s for $420,714.08 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Clark, motion carried.

PUBLIC COMMENTS

There were no Public Comments.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

* The transfer of $5,051.46 from Cumulative Reserve Police to Police General Fund to cover fees for tax and licensing of the Town’s new police vehicle was approved upon a motion by Councilmember Clark, seconded by Councilmember Iverson, motion carried.
* Mayor Crossley needs authority to be named the authorized representative for the FAA Airport Improvement Project grant 3-53-0040-014-2023. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Clark, motion carried.
* Building Permit 2023-05; new storage shed at 598 S Fairway Street was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* Building permit 2023-06; new fence at 610 E Amende was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* Discussion was held on heavy and commercial truck regulations and parking in residential neighborhoods. Councilmember Iverson stated she will speak with the residents that had a complaint about parking their commercial truck at their residence, as they are long standing clients of hers. This topic will be back for further discussion with possible changes made to regulations for in town use of heavy vehicles.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. The grant for the Community Center and Library construction is going on and much progress has been made. The Department of Commerce came out and did a walk through and liked the progress the town has made. Year End State Auditors Financial report is being worked on. It is due at the end of May 2023 for the town.

POLICE REPORT

Deputy Marshal Bentler reported on departmental activities. Attempted fuel theft, vandalism, theft, harassment, and multiple other cases are going on in town. He said that he attended active shooter training last week.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He said the public works have started working on the cemetery and pool have lots of work that needs done in the coming weeks. They will be spraying the cemetery in the next couple weeks as well.

COUNCIL REPORT

Councilmember Iverson asked if lifeguards have been hired for the season. Clerk Treasurer Bohn reported that lifeguards had been interviewed and hired. The council also agreed that cameras or surveillance cameras would be a good idea in the parks and public areas with all the issues that have been going on.

MAYOR’S REPORT

Mayor Crossley reported Scott Kuch had put a bid in for the generator wiring for the community center grant and will be getting the project. He said he met with Andrew from the Transportation Improvement Board (TIB). They drove roads around town to mark what roads need crack sealed or chip sealed in the coming projects.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:31 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

May 22, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person at the Old Town Hall located at 104 First Ave W and via the ZOOM app. Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Clark, Councilmember Iverson, Councilmember Reyes, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Fire Chief Walter, Police Officer Bentler, Zoning Inspector Knerr and public citizens.

ADDITIONS OR DELETIONS TO AGENDA

* There was one addition under New Business (b.) Trailer Permit 2023-01; 109 E Fifth Avenue

APPROVAL OF MINUTES

May 8, 2023, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

APPROVAL OF FINANCIALS

April Financials and Treasurer’s Report and May 22, 2023, claims clearing check #11626 - 11639 for $16,642.28 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Clark, motion carried.

PUBLIC COMMENTS

* Owner Ms. Belisle at 405 First Avenue E attended the meeting. She said she received a letter from the town regarding someone living in a trailer on her property. Ms. Belisle told council that she is the one who is occupying the trailer. She said her house has issues and is being worked on and she cannot live in the residence while the work is being done.
* Lincoln County Commissioner Jo Gilchrist – District 1 attended the council meeting. She introduced herself and spoke about information on the Columbia Basin Water Coalition. She left information if anyone’s interested in getting more details to reach out to her.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

* Building Permit 2023-07; new roof at 205 E Third Avenue was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* A Trailer Permit 2023-01 located at 109 E Fifth Avenue was submitted to the town. The council discussed this in depth for some time. Council has more questions and would like more information before they decide on a decision. The council would like to know if the trailer has up to date licensing. There is a second trailer at the premises as well and they would like to know what is going on with the second one. It was also brought up that the trailers are not parked correctly at the residence and need to be moved and properly parked. This was tabled until the next council meeting on June 12, 2023.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She said there is interest in the Police Chief position and will follow up with it. The pool will be opening Sunday June 18, 2023, lifeguards are in training the next couple weeks. The year end State Auditor’s Report is going to be wrapped up in the coming week.

POLICE REPORT

Deputy Marshal Bentler reported on departmental activities. The police radio was fixed and returned this week. He has been patrolling the truck traffic with recent complaints of speeding. He has been processing a lot of paperwork in the past few days.

FIRE REPORT

Fire Chief Walter reported on departmental activities. He said the pumper truck was tested and passed.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. The department is working on the cemetery and the metal has been ordered for the roofing of the chapel repairs. Pool work has started to get prepped for the upcoming season.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported that our Engineer Trent Ward with Century West was here last Wednesday and reviewed the grant work on the Community Center remodel. The mayor said the wrong bid went out for the Heimbigner roofing project grant from the Architect, it listed the town wanted gutters, no vapor barrier was included. This was completely opposite as the town wanted vapor barrier and no gutters. There will be a cost associated with incorrect information.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:20 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

June 12, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person at the Old Town Hall located at 104 First Ave W and via the ZOOM app. Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Iverson, Councilmember Reyes, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Police Officer Bentler, Zoning Inspector Knerr and public citizens. Councilmember Clark was absent.

ADDITIONS OR DELETIONS TO AGENDA

* There was one deletion under New Business (b.) Library Services and Technology Act Grant

APPROVAL OF MINUTES

May 22, 2023, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Reyes, motion carried.

APPROVAL OF FINANCIALS

May Financials and Treasurer’s Report, May 2023 Payroll for $48,591.10 check #11621-11625 and 11640-11656 plus EFT’s, and June 12, 2023, claims clearing check #11657 - 11683 for $719,172.64 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Lobe, motion carried.

PUBLIC COMMENTS

* Ms. Allen, a resident at 302 S Birch Street attended the meeting. She let the council know that there is a tree growing on the creek bank and taking over her yard and encroaching on her house. The council let her know the town would need to contact FEMA and environmental department to find out how to go about trimming back the tree or options on cutting it down. Ms. Allen also said she has some serious concerns about a house near her and the drug activity that is going on. She would like more patrolling to go on in the area as it has become a regular activity at the property. Police Officer Bentler was at the meeting and heard the request from Ms. Allen for more patrolling.

UNFINISHED BUSINESS

Trailer Permit 2023-01 for Mr. Hal Patterson at 109 E Fifth Avenue was on the agenda. Mr. Patterson said he would be attending the meeting, but he was not in attendance. The council tabled this until he attends one of the meetings.

NEW BUSINESS

* Mr. Paul Scheller and Mrs. Terri King from the Old Town Hall Restoration (OTHRS) group were present at the meeting. Mr. Scheller updated the council and mayor with the current projects going on and lined up for the restoration project. He also announced possible grants that are available for the building in the upcoming future. There was much talk about the upstairs and what needs to happen to fully restore the building fully. Mr. Norman Ott also attended and chipped in he would like the upstairs to be fully redone for the Masons group to utilize for their large chairs and meetings that take place at the facility.
* Century West Construction Management contract for the Odessa Airport Apron Tie-Down project was submitted in the amount of $93,500.95 for their services in the grant work. This was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* Building Permit 2023-08; new roof at 06 E May Avenue was approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.
* Building Permit 2023-09; new fence at 502 S Division Street was approved upon a motion by Councilmember Reyes, seconded by Councilmember Iverson, motion carried.
* Building Permit 2023-10; new garage living quarters at 205 N Division Street was discussed in detail by the council. They want to do some more research on this property and see if a new duplex along with an already existing house on a residential property is even permitted at the property location. The council tabled this until the next meeting on June 26, 2023, to do more research on the property and the building that is proposed for the space.
* Building Permit 2023-11; new fence at 405 E Second Avenue was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She announced that the 2022 end of the year financial report to the State Auditors Office was completed by the deadline of May 30, 2023. She said the grant at the Community Center is continuing forward with finishing repairs. She said the town has had multiple walk-throughs of the building. Ms. Bohn said a lifeguard meeting with all the guards is scheduled for this Monday to meet before the opening of the pool on June 18, 2023. She also reported she will be attending her final class to receive her Certified Municipal Clerk’s Certification (CMC) next week in western Washington.

POLICE REPORT

Deputy Marshal Bentler reported on departmental activities. He said he has been running a lot of traffic through town. The radar in the police vehicle needed some repairs, he is waiting on the company to return to the town shortly. He is currently working on a fraud report here in town with money that was paid out to scammers.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He said the 2022 Water Quality Report is completed and has been submitted. Public Works is looking into having the trees trimmed around town. The Pool Inspection for the town is scheduled for this Thursday. Public Works will soon be working on the Cemetery expansion in the coming weeks.

COUNCIL REPORT

Councilmember Kramer thanked Daryl Hovermale, the grounds keeper for the town for his part in cleaning up the cemetery after Memorial Day weekend.

MAYOR’S REPORT

Mayor Crossley reported that the current grant for the Community Center/Library Building has not met their deadline of June 1, 2023. He said the town is not satisfied with the work and many things need to be redone, such as painting, floors, and many other items including lost revenue with the town unable to rent out the facility to the public.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:43 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

June 26, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person and via the ZOOM app, meeting ID and password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Iverson, Councilmember Clark, Councilmember Reyes, Clerk/Treasurer Bohn, Fire Chief Walter, Police Officer Bentler, and public citizens. Zoning Inspector Knerr joined by the Zoom App.

ADDITIONS OR DELETIONS TO AGENDA

There was no additions or deletions.

APPROVAL OF MINUTES

June 12, 2023, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

APPROVAL OF FINANCIALS

June 2023 Payroll for $57,795.60 check #11684-11731 plus EFT’s, and June 26, 2023, claims clearing check #11689 - 11707 for $19,322.27 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.

PUBLIC COMMENTS

There were no Public Comments.

UNFINISHED BUSINESS

Building permit 2023-10; a new garage living quarters at 205 N Division Street was discussed in depth. The council did not approve the permit. It was tabled until the next meeting on July 10, 2023 for further information on the discussed topics.

NEW BUSINESS

* Building Permit 2023-13; new roof at 106 S Fourth Street was approved upon a motion by Councilmember Clark, seconded by Councilmember Lobe, motion carried.
* Building Permit 2023-14; new fence at 310 S Birch Street was approved upon a motion by Councilmember Reyes, seconded by Councilmember Clark, motion carried.
* Building Permit 2023-15; new roof at 515 S Birch Street was approved upon a motion by Councilmember Kramer, seconded by Councilmember Iverson, motion carried.
* Building Permit 2023-16; new roof at 504 S Second Street was approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She announced that a certificate of occupancy was issued from the Architect for the Community Center Grant remodel. The Clerk’s Office has been given the okay to move back into their office space this coming week. Bohn also reported she had attended the University of Puget Sound campus class for Municipal Clerk’s school all last week. It was her last year to attend the academy and can apply as a Certified Municipal Clerk (CMC) in the coming future.

POLICE REPORT

Deputy Marshal Bentler reported on departmental activities. He said there have been many traffic stops lately.

FIRE REPORT

Fire Chief Walter reported that the department responded to a couple rural fires. He said weed letters have been sent out.

PUBLIC WORKS REPORT

Mayor Crossley reported on behalf of Public Works Director Paszkeicz who was absent. He said the pool opened for the season. The department had to fix a main service line that had a leak in it. Weeds are being sprayed around town by Public Works.

COUNCIL REPORT

There was no council report.

MAYOR’S REPORT

Mayor Crossley reported Dan Halme with Halme Builders stopped by on Wednesday to view the Community Center project. The back floors are not completed to the town’s expectations. The door jams are not up to finished product standard. Halme agreed to redo the floors in the community center in trade for the town not to penalize their company for going over the due date of June 1, 2023, for substantial completion.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:29 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

July 10, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:03 p.m. This meeting was held in person at the Community Center located at 21 E 1st Ave and via the ZOOM app. Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Clark, Councilmember Reyes, Police Clerk Hardung, Public Works Director Paszkeicz, Police Officer Bentler, Zoning Inspector Knerr and public citizens. Clerk/Treasurer Bohn and Councilmember Iverson were absent.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

APPROVAL OF MINUTES

June 26, 2023, regular Council Meeting Minutes were approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.

APPROVAL OF FINANCIALS

July 10, 2023 claims clearing checks #11737-11761 for $165,206.52, and voided vouchers #11520 for $76.41 and #11694 for $387.00 were approved upon a motion by Councilmember Lobe, seconded by Councilmember Clark, motion carried.

PUBLIC COMMENTS

There were no Public Comments.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

* Building permit 2023-17; roof replacement and existing remodel at 205 N Division St. was approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.
* Resolution 2023-06; Yard letters for clean-up approval. Address 107 S. Fifth St was removed for compliance and addresses 606 E First Ave, and 307 E Third Ave were added for a total of 5 addresses. This was approved upon a motion by Councilmember Reyes, seconded by Councilmember Lobe, motion carried.
* A letter regarding increasing yard cleanup fees for non-compliance was submitted by resident Kathleen Reeves in hopes of encouraging other residents to take care of their yards. The suggested increase from $100 to $200 for a minimum cleanup charge and an increase from $30 an hr. per person to $50 an hr. per person was discussed among council members. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Clark, motion carried.
* A letter regarding cemetery burial, with a request to intern more than two remains into one plot was submitted by Jewel Floch. After reviewing 2.44.060 of Odessa’s Code the request was denied by the council.

CLERK REPORT

Police Clerk Hardung reported on the move into the remodeled clerk’s office space. There have been some electrical issues, and an electrician has been contacted to fix the issues. The main front entrance door to the Community Center is not functioning properly, Halme Construction has been contacted to fix it. A new refrigerator was delivered and installed over the weekend, and re-organization of the new office space continues.

POLICE REPORT

Deputy Marshal Bentler reported on departmental activities. He said there has not been much activity. Councilmember Kramer questioned Deputy Bentler if he was involved in the Odessa police incidents reported in the Record-Times the previous week. He reported that he was familiar with a few of the incidents but not all as Lincoln Co Sheriff handled some calls in Odessa. He was questioned by Councilmember Lobe about the ongoing RV parking violations of a resident. Deputy Bentler said he had been in contact with said resident but was giving him extra time to comply with the request to move and license their RV’s.

FIRE REPORT

Fire Chief Steven Walter reported that there were some noise complaints regarding fireworks on the days leading up to the 4th of July and during the late hours of 4th of July. He suggested the council discuss a curfew for fireworks. He mentioned 9:00 PM might be a good time. He also mentioned that additional regulations regarding fireworks being lit off in windy conditions should be considered. The council said a change can be considered but there was time to discuss this before next July. The issue is tabled for now.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported nothing new. Looking into water lines that must be fixed. Helping fix doors and locks for the renovated Community Center.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported that the Department of Health has notified him that they no longer need to monitor the wells by the old land fill. Re-finishing the cement floors for the Community Center renovation is supposed to start in August and last two weeks so we can no longer rent out the front portion of the Community Center until this is finished. Churches using the Community Center kitchen to make D-fest food will continue to rent the kitchen portion.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:35 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

July 24, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person at the Community Center located at 21 E 1st Ave and via the ZOOM app. Meeting ID and Password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Clark, Councilmember Iverson, Police Clerk Hardung, Zoning Inspector Knerr and public citizens. Clerk/Treasurer Bohn and Councilmember Reyes joined via the Zoom app. Councilmember Lobe was absent.

ADDITIONS OR DELETIONS TO AGENDA

There was one deletion under Financials. The June Financials and Treasurer’s Report was deleted until the next council meeting on August 14, 2023.

APPROVAL OF MINUTES

July 10, 2023 regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

APPROVAL OF FINANCIALS

July 24, 2023 claims clearing checks #11762-11777 plus EFT’s for $16,605.22, and voided vouchers #11762 for $102.18 was approved upon a motion by Councilmember Clark, seconded by Councilmember Kramer, motion carried.

PUBLIC COMMENTS

The owner at 02 S Fourth Street, Mr. Watkins and partner Ms. Carlson attended the meeting in person. They voiced concerns about the condition of the residence at 402 E Marjorie Avenue and a couple empty lots nearby who are owned by the same owner. Mayor Crossley reported that the town has already sent a nuisance letter to the property owner, he said this will be monitored and action will be taken if nothing is done to correct the issues.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

* Resolution 2023-07; Increase for Yard clean-up fees was approved upon a motion by Councilmember Kramer, seconded by Councilmember Clark, motion carried.
* The deceased owner’s son at 401 E Third Avenue Mr. Van Rijn submitted a letter for a water leak forgiveness. Council discussed and questioned the amount he is asking for forgiveness, along with why this letter was submitted in July and the leak happened in January 2023. The council tabled this until more information is provided.
* The Clerk’s office is requesting a limit increase on their credit card. The current amount of $2,000 was set years ago and is no longer enough if any large purchase is made. The council discussed and felt necessary to increase the limit to $10,000 for both the Public Works Department and Town Clerk’s credit cards limits. This was approved upon a motion by Councilmember Iverson, seconded by Councilmember Clark, motion carried.

CLERK REPORT

Police Clerk Hardung reported on electrical issues in the Clerk’s office and the break room. An electrician was called in to fix these issues the previous week. These issues have been fixed with no more troubles. The flooring in the back area is currently getting re-done, this is earlier than was scheduled. The final punch list still needs to be completed for the Community Center project.

POLICE REPORT

There was no police report.

FIRE REPORT

It was reported that the town fire hydrants will be flushed on Jul 27th by the fire department.

PUBLIC WORKS REPORT

There was no public works report.

COUNCIL REPORT

Councilmember Clark asked about what was going on at the airport. Mayor Crossley said it is the grant work being completed for the Airport Tie-Down Project.

MAYOR’S REPORT

Mayor Crossley reported that the town is working on finding a police chief and has an interview set up with a potential candidate this week.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:20 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

August 14, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person and via the ZOOM app, meeting ID and password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Iverson, Councilmember Reyes, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Zoning Inspector Knerr, Librarian Jantz, and public citizens. Councilmember Clark was absent.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions.

APPROVAL OF MINUTES

July 24, 2023, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

APPROVAL OF FINANCIALS

June and July 2023 Financials and Treasurer’s Report, July 2023 Payroll for $59,020.31 check #11732-11801 plus EFT’s, and August 14, 2023, claims clearing check #11808 – 11835 plus EFT’s for $124,001.93 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Lobe, motion carried.

PUBLIC COMMENTS

* Resident and owner at 106 First Avenue E, Mr. Webster attended the meeting and voiced his concerns about the condition of his neighbor’s property at 105 First Street S in Odessa. He said large weeds and junk are piling up in the yard and taking over. He would like the town to send a noxious weed letter and a nuisance letter for all the garbage to be cleaned up. Mayor Crossley said the town would investigate this property and send letters to the owner.
* Resident at 02 Fourth Street South, Ms. Carlson attended the meeting and gave the Council an updated to let them know since the last meeting she attended there has been no work on her neighbor’s property that the town had sent nuisance letters regarding the garbage and junk vehicles at the property. Mayor Crossley informed Ms. Carlson that there is a process that must be done, and a certain amount of time needs to pass before the town takes legal action to get the property cleaned up.
* Resident Mr. Bentler thanked the town for their graciousness for allowing him to be a Police Officer here in town for the last seven months. Mr. Bentler gave his two-week notice and is no longer employed with the town as of August 11, 2023.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

* Town Librarian Mrs. Jantz attended the meeting and thanked the Council, Mayor, and Public Works Department for such a beautiful update to the Community Center and Library facility. She would like approval from the council to start hanging items back on the new walls in the library.
* The school’s new Superintendent, Mr. Steve Fisk, and Head of Maintenance Mr. Justin Parr attended the meeting with concerns about the current parking situation at the school. Angled parking across from the school has become an issue with vehicles hanging too far out in the roadway with buses loading and children walking at the cross walks. It limits visibility and brings safety concerns to the children who walk and parents who pick up and drop off their kids at school. They are asking for the council to approve changing the current parking to parallel parking spots, and no longer have the angled parking out into the roadway. This was discussed and approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.
* Town Clerk Treasurer Ms. Bohn spoke about making a financial move with the Towns money. Town of Odessa belongs to the Local Government Investment Pool (LGIP) which is a government account that earns high interest values monthly compared to Wheatland Bank who the town currently has its reserve money with. Interest rates are more than double with the LGIP. Clerk Treasurer Bohn believes transferring the money into the LGIP would be a smart move for the town and earn much more from the Town’s investments. This was discussed and approved upon a motion by Councilmember Reyes, seconded by Councilmember Lobe, motion carried.
* Resolution 2023-08; yard clean up for 105 W Fourth Avenue was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* Ordinance No 729; comprehensive updates to the Shoreline Master Program (SMP) was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* Building Permit 2023-18; new fence at 208 N Birch Street was approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.
* Building Permit 2023-19; new roof at 05 W Second Avenue was approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.
* Building Permit 2023-20; remodel of building at 03 W First Avenue was approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.
* Building Permit 2023-21; new roof at 01 E May Avenue was approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.
* Building Permit 2023-22; new roof at 208 W Fourth Avenue was approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.
* Building Permit 2023-23; new fence at 111 W Fourth Avenue was approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.
* Building Permit 2023-24; new roof at 207 N Birch Street was approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She registered the Deputy Clerk Treasurer, Ms. Reyes, and herself to attend the Activate conference in October in Las Vegas to learn all about the new computer system Springbrook/BIAS that was implemented last year in July 2022. It is a one-on-one training of all the components of the new system for Utility Billing, Payroll, Cash Receipting, and Financials. She also reported that the Certified Professional Accountant (CPA) came to the office for 3 days to look over the towns financial books to help get the Audit for 2021 closed as this was the year over five lending sources went into the towns water project and the books previous to her working here were not set up correctly for the project. The Lift station project for our sewer system has gone out to bid in the Newspaper. Bid opening for this project is scheduled for Friday, September 8, 2023.

POLICE REPORT

Mayor Crossley reported that the town held a Town Marshal interview. The potential candidate has a Polygraph and Psychological test. This is the scheduled next step to move forward with the hiring process.

FIRE REPORT

There was no Fire report.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He said he got a tree trimming quote for the down-town trees. The street sweeper has been fixed and is now back in working order. The department has been working on the Community Center getting projects done around the building since the grant work was completed.

COUNCIL REPORT

Councilmember Reyes was curious about the problems with the new leaking roof over the kitchen in the Community Center Building. The roofer was contacted and had to order a new part which is on back order, but once it arrives, they will come out and repair the leaking issue.

MAYOR’S REPORT

Mayor Crossley reported the Lift Station and Drying Beds project was put out for bid in the newspaper. He said the town has submitted a grant for crack sealing and pavement spot repair with the Transportation Improvement Board (TIB).

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:38 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

August 28, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person and via the ZOOM app, meeting ID and password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Clark, Councilmember Reyes, Clerk/Treasurer Bohn, and Public Works Director Paszkeicz. Councilmember Iverson was absent.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions.

APPROVAL OF MINUTES

August 14, 2023, regular Council Meeting Minutes were approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.

APPROVAL OF FINANCIALS

August 2023 Payroll for $53,512.94 check #11804-11807 and #11836-11859 plus EFT’s, and August 28, 2023, claims clearing check #11860-11869 for $27,061.32 were approved upon a motion by Councilmember Reyes, seconded by Councilmember Clark, motion carried.

PUBLIC COMMENTS

There were no Public Comments.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

* Resolution 2023-09; change in Mayor and Council Salaries for newly elected officials was approved upon a motion by Councilmember Lobe, seconded by Councilmember Reyes, motion carried.
* Resolution 2023-10; Yard cleanup for 107 W Second Avenue was approved upon a motion by Councilmember Clark, seconded by Councilmember Kramer, motion carried.
* Building Permit 2023-25; new front roof over walkway at 104 W First Avenue was approved upon a motion by Councilmember Reyes, seconded by Councilmember Lobe, motion carried.
* Building Permit 2023-26; new roof at 612 W Fourth Avenue was approved upon a motion by Councilmember Kramer, seconded by Councilmember Clark, motion carried.
* Building Permit 2023-27; new shed at 201 N Division Street was tabled until next meeting, as council would like more information about the building that is currently being built on site as it does not appear to match the drawing that was submitted when the permit was applied for. Tabled until next meeting on September 11, 2023.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She said she has been doing onboarding for the new hire for our Police Chief. The town is currently looking for a Deputy Police Chief to fill the vacant position. There is a grant for public park restrooms that Odessa will be putting a grant in for.

The Clerk’s office is starting the 2024 Budget. The department is actively working on the quarterly newsletter due to go out end of September billings.

POLICE REPORT

There was no Police Report.

FIRE REPORT

There was no Fire report.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He said they have finished painting the crosswalks and are preparing for Deutschesfest 2024.

COUNCIL REPORT

Councilmember Kramer attended the county commissioners meeting. Lincoln County Economic awarded a grant to The Old Town Hall Rejuvenation Society (OTHRS) for $10,000 for more updates to the Old Town Hall Building.

MAYOR’S REPORT

Mayor Crossley reported that Guardian Roofing is dealing with the roof leak above the Community Center kitchen. 2024 Budget is starting our first Budget meeting for the year will be September 20, 2023, at 5:00 pm.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:25 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

September 11, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person and via the ZOOM app, meeting ID and password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Reyes, Councilmember Iverson, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Fire Chief Walter, Zoning Inspector Knerr and public citizens. Councilmember Clark was absent.

Councilmember Kramer asked for a moment of silence to honor those fallen in the tragic 9-11 attacks.

OATH OF OFFICE OF POLICE CHIEF

Mayor Crossley administered the Oath of Office for newly hired Town of Odessa Police Chief Rose.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions.

APPROVAL OF MINUTES

August 28, 2023, regular Council Meeting Minutes were approved upon a motion by Councilmember Lobe, seconded by Councilmember Iverson, motion carried.

APPROVAL OF FINANCIALS

August 2023 Financials and Treasurers Report, and September 11, 2023 claims clearing check #11870-11889, 11914 for $52,467.47 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.

PUBLIC COMMENTS

Owner at 02 S Fourth Street, Mr. Watkins attended the meeting and gave an update about his neighbor’s property who had been sent a nuisance letter from the town. He stated nothing has been done at the property. Mayor Crossley let him know that there is a legal process to follow, and the town will follow through with the process.

UNFINISHED BUSINESS

Building Permit 2023-27 for a new shed at 201 N Division Street had been tabled at the last meeting for more information. The council discussed the permit in depth. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Reyes, motion carried.

NEW BUSINESS

* A trailer request was submitted from Mr. Harris, owner at 109 Third Ave E. He sent an email requesting his tenant who lives at the residence to occupy a trailer in the yard while the property undergoes remodeling for six months. The council discussed and denied this permit as the town resolution states only in case of emergency a trailer may be occupied at a town residence. This was approved for denial by Councilmember Reyes, seconded by Councilmember Lobe, motion carried.
* A request to add new Police Chief Rose to the town bank credit card account in the amount of $2,500. The Wheatland bank credit card amount breakdowns for the town are $8,000 for Clerk’s Office, $8,000 for Public Works, $2,500 for Police Department, $1,500 for Mayor, with a total of $20,000 combined. This was approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.
* Building Permit 2023-28; new roof at 609 E First Avenue was approved upon a motion by Councilmember Iverson, seconded by Councilmember Reyes, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She announced the Community Center grant remodel open house will be Friday September 29, 2023 from 4 pm to 7 pm. The first 2024 Budget meeting is due to be held on Wednesday September 20, 2023 at 5 pm. The bid opening for the Lift Station and Drying Bed project was held last Friday September 8, 2023, receiving five bids from contractors. The quarterly Mayor’s Meeting is due to be held in Creston next Tuesday.

POLICE REPORT

There was no Police Report.

FIRE REPORT

Fire Chief Walter reported on departmental activities. He said the department flushed fire hydrants around town. He noted there are leaks that have been found in a few locations.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. Bid opening for the Lift Station and Drying Bed project took place. They had a meeting with the Engineers regarding town well number three and the issues that are going on. He said the public works department is working on getting things prepped for the town’s Deutschesfest event this next week.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported that the bid award for the Lift Station and Drying Bed project is currently with the town engineer’s office. The engineer will be at the next council meeting to suggest awarding the project.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:21 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

September 25, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person and via the ZOOM app, meeting ID and password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Kramer, Councilmember Lobe, Councilmember Iverson, Councilmember Clark, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Zoning Inspector Knerr and public citizens. Councilmember Reyes was absent.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions.

APPROVAL OF MINUTES

September 11, 2023, regular Council Meeting Minutes and September 20, 2023, Special Budget Meeting Minutes were approved upon a motion with one correction made by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

APPROVAL OF FINANCIALS

September 25, 2023, claims clearing check #11919-11930 plus EFT for $48,743.13 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Clark, motion carried.

PUBLIC COMMENTS

There were no public comments.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

* Matt Morkert with Century West Engineering attended the council meeting. He explained the Lift Station and Drying Beds Project, along with the public bids that were received from the contractors. The council discussed this project in depth and requested to table the item until more information and discussion is had. This was tabled until further notice.
* Resolution 2023-11; giving Mayor Crossley power to be the authorized representative for the Local Parks Maintenance Program Grant 23-1755 MNT-Odessa Parks Squat Pot Project. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* The Community Center Kitchen was discussed in detail. The kitchen is currently being run by the Chamber of Commerce, which is separate from the town who rents the center. There are two applications that must be filled out to rent the kitchen and community center together. It needs to be simplified and changed from what is the current process. The town will be setting up a meeting with the chamber to try and figure out a better solution to run the Community Center and kitchen more effectively.
* Resolution 2023-12; yard clean-up at 520 S Alder Street and 105 S First Street were approved upon a motion by Councilmember Iverson, seconded by Councilmember Clark, motion carried.
* Building Permit 2023-29; new roof at 103 W Cedar Street was approved upon a motion by Councilmember Lobe, seconded by Councilmember Clark, motion carried.
* Building Permit 2023-30; new roof at 109 S 4th Street was approved upon a motion by Councilmember Lobe, seconded by Councilmember Clark, motion carried.
* Building Permit 2023-31; new roof at 05 E May Avenue was approved upon a motion by Councilmember Lobe, seconded by Councilmember Clark, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She announced the Community Center grant remodel open house will be this coming Friday September 29, 2023, from 4 pm to 7 pm. The town quarterly newsletter will be going out this month with the utility billing. She said the town budget for 2024 is in full swing.

POLICE REPORT

There was no Police Report.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He said the department is cleaning up from Deutschesfest. They are prepping for the Open House and ribbon cutting for the Community Center that is coming up this Friday. Public Works has also been doing some meter change outs around town.

COUNCIL REPORT

Councilmember Kramer gave a shout out to the Public Works Department for all their help in setting up Deutschesfest 2023.

MAYOR’S REPORT

Mayor Crossley reported the next town budget meeting will be Tuesday October 3, 2023, at 5 pm in the town library.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:30 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

October 9, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person and via the ZOOM app, meeting ID and password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Reyes, Councilmember Lobe, Councilmember Iverson, Councilmember Clark, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, Police Chief Rose, and public citizens. Councilmember Kramer was absent.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions.

APPROVAL OF MINUTES

September 25, 2023, regular Council Meeting Minutes and October 3, 2023, Special Budget Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

APPROVAL OF FINANCIALS

September 2023 Financials, Treasurer’s Report, Payroll vouchers #11915-11918, 11931-11947 plus EFT’s for $52,752.00, and October 9, 2023, claims clearing check #11948-11964 for $305,394.38 were approved upon a motion by Councilmember Reyes, seconded by Councilmember Clark, motion carried.

PUBLIC COMMENTS

There were no public comments.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

* The Odessa Metropolitan Park District (OMPD) board who runs the town pool facility was present at the meeting. Ms. Dechand, the President of the board spoke about the wishes they had regarding updates and remodeling to the bathroom facilities for new toilets, showers, tile work, and getting hot water installed at the facility. The board would also like to see the decking replaced along with half the little kids wading pool transformed into a splash pad. The board has $80,000 max currently to contribute to the upgrades. The town will investigate grant options and see what is available to get some desired projects completed.
* The Public Hearing was set for Revenue Sources for Budget year 2024 for the November 13, 2023, council meeting. This was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* The Request for Proposals (RFP) for Engineering services for the Odessa Municipal Airport was awarded to Century West Engineering for the next five years. This was approved upon a motion by Councilmember Clark, seconded by Councilmember Reyes, motion carried.
* Business License for the Town of Odessa were discussed. The State of Washington would like to partner with the Town of Odessa for business licensing. This is a free service that the state would take in funds for the town business license fees and send to Odessa once collected. Odessa does not collect business license fees currently, but the town’s code states we do have a license process. The council tabled this until further information is received.
* Building Permit 2023-32; new fence at 710 E Second Ave was approved upon a motion by Councilmember Reyes, seconded by Councilmember Clark, motion carried.
* Building Permit 2023-33; new roof at 411 S Alder Street was approved upon a motion by Councilmember Reyes, seconded by Councilmember Clark, motion carried.
* Building Permit 2023-34; new roof at 107 S Fourth Street was approved upon a motion by Councilmember Reyes, seconded by Councilmember Clark, motion carried.
* Lincoln County Treasurer sent the 2024 Levy refund notice for tax year 2024. The council viewed and discussed the refund process. The refund levy is $606.70 for the year 2024. The council is okay with forgoing the refund levy as not all towns qualify for it.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. The department is working on quarterly reports, 2024 budget, updates to the town code regarding Ordinances and Resolutions. The Clerk’s office is working on getting electronic files for all paper documents that are in the office currently.

POLICE REPORT

Police Chief Rose reported on departmental activities. She said Deutschesfest went smoothly and no DUI’s were given out. She said body cameras have been ordered and she is working on getting the town on with Spielman, which is the system the county works out of. She is looking into a grant for a flock camera system for patrol cars. The rifle was sighted in, and the repeater needs to be checked out due to communication issues.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He said they are getting the snowplow truck ready for the season, also replacing water lines, and bio-solids will be transported shortly offsite.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported the next town budget meeting will be Tuesday October 10, 2023, at 5:00 pm. He also said there will be a Chamber and Town Council meeting on Tuesday October 17, 2023, at 6:00 pm in the library.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:33 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

October 23, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person and via the ZOOM app, meeting ID and password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Reyes, Councilmember Lobe, Councilmember Iverson, Councilmember Clark, Councilmember Kramer, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, and public citizens.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions.

APPROVAL OF MINUTES

October 9, 2023, regular Council Meeting Minutes and October 10, 2023, Special Budget Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

APPROVAL OF FINANCIALS

October 23, 2023, claims clearing check #11965, 11970-11973, 11991-11994 for $95,299.70 were approved upon a motion by Councilmember Clark, seconded by Councilmember Kramer, motion carried.

PUBLIC COMMENTS

There were no public comments.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

* The Council set a public hearing for 2024 Property Tax Levy for November 13, 2023. This was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* The Council set a public hearing for the 2024 Proposed Budget for November 27, 2023. This was approved upon a motion by Councilmember Kramer, seconded by Councilmember Lobe.
* Building Permit 2023-35; new roof at 103 S Cedar Street was approved upon a motion by Councilmember Clark, seconded by Councilmember Lobe, motion carried.
* Council approved to move $10,524.25 from reserves to cover the expense for the new public works truck. This motion was approved upon a motion by councilmember Kramer, seconded by Councilmember Iverson, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. The 2024 budget and workshops are currently being held. The Clerk and Deputy Clerk attended a conference for the new Springbrook software system in Las Vegas last week. A meeting with the engineer is scheduled in 2 weeks to have the board of the pool, the town, and the engineer meet and talk about projects that need to be accomplished at the facility. Grants are being sought out to see if some costs could be included in the grants. The Tie-Down Apron Airport project is wrapping up and closing out. The engineer was able to get some of the covid funds to cover the matching part of the grant that FAA did not come through with for the town.

POLICE REPORT

Police Chief Rose was absent but submitted notes via the council packet of what is going on in the Police Department.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He announced that the WA State Department of Transportation is installing no U-turn signs in town along highway 28. The public works department won the bid on a new public works truck. They went down to the City of Kennewick this week to get the truck. Director Paszkeicz said he will be attending the IACC conference in Wenatchee this week. The department is doing their last meter reading for the year 2023 this month before winter sets in.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported the next town budget meeting will be Thursday November 2, 2023, at 5:00 pm. He said he will be attending the IACC conference in Wenatchee with the Public Works Director. The Chamber reported that Ms. Estes is okay with keeping the Chamber kitchen inventory as the town takes back control of the community center rental agreement and contracts.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:15 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

November 13, 2023

PUBLIC HEARING 2024 REVENUE SOURCES

Mayor Crossley opened the public hearing for Revenue Sources at 7:00 pm providing an explanation for the rate change for infrastructure for 2024. Present were Mayor Crossley, Councilmember Reyes, Councilmember Lobe, Councilmember Kramer, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, and public citizens.

Discussion was held with no comments or questions offered from the public. Public Hearing meeting closed at 7:01 pm

PUBLIC HEARING 2024 PROPERTY TAX LEVY

Mayor Crossley opened the 2024 Property Tax Levy Public Hearing at 7:01 pm. Present were Mayor Crossley, Councilmember Lobe, Councilmember Kramer, Councilmember Reyes, Clerk-Treasurer Bohn, Public Works Director Paszkeicz, and public citizens.

Information regarding the proposed increase for the 2024 Property Tax Levy was given to the public. Mayor Crossley asked for comments or questions from the public. No comments or questions were offered by the public. Public Hearing meeting closed at 7:02 pm.

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person and via the ZOOM app, meeting ID and password were made available to the public through postings on the office door and the post office community board. Present were Councilmember Reyes, Councilmember Lobe, Councilmember Kramer, Clerk/Treasurer Bohn, Public Works Director Paszkeicz, and public citizens. Councilmember Iverson and Councilmember Clark were absent.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions.

APPROVAL OF MINUTES

October 23, 2023, regular Council Meeting Minutes, November 2, 2023, Special Budget Meeting Minutes and November 7, 2023, Special Budget Meeting Minutes were approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.

APPROVAL OF FINANCIALS

October Payroll Check #11966-11969, 11974-11990 plus EFT’s for $50,043.70, October Financials and Treasurer’s Report, November 13, 2023, claims clearing check #12008-12028 and 12002, 12003 and EFT’s for $78,819.42 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Lobe, motion carried.

PUBLIC COMMENTS

There were no public comments.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

* The owner of 508 E Marjorie Ave, Mr. Justin Parr, submitted a letter requesting a refund for his water leak. The Council discussed this in depth and would like more information before deciding. It was tabled until further information is provided by the owner.
* The Council set a public hearing for the 2023 Budget Amendment for November 27, 2023. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* The Council set a public hearing for the 2024 Proposed Budget for November 27, 2023. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* Resolution 2023-13, a resolution setting the regular Levy for property tax for 2024 was read, approved, and carried upon a motion by Councilmember Reyes, seconded by Councilmember Lobe, motion carried.
* ORDINANCE No. 730, an ordinance relating to the millage and the amount to be levied on taxable property within the Town of Odessa, for the year 2024 was read and reviewed. Ordinance No. 730 was read for the second reading, approved, and adopted upon a motion by Councilmember Lobe, seconded by Councilmember Reyes, motion carried.
* ORDINANCE No. 731, an ordinance inclusive of the Complete Street Code was read and reviewed. This was approved and adopted upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. The 2024 Budget is almost complete. The clerk’s office is working on closing out the 2023 Small Business Grant with CDBG for the Community Center upgrades to the building. She is working on the quarterly newsletter due to go out in the December utility bills at the end of the month. There was a meeting with the town engineer regarding a possible 1.2 million dollar grant the town may apply for, for our pool and parks.

POLICE REPORT

Police Chief Rose was absent but submitted notes via the council packet of what is going on in the Police Department.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He said the department made three trips with bio-solids to the plant for disposal. They picked up benches around town for the winter. The plow truck is getting ready for the upcoming snow season. The forklift clutch went out and needed work. The blower motor at the sewer plant went out and the blower is being replaced.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported the next town budget meeting, and the Council will be meeting with the Chamber to get the application for the rental of the kitchen done for the year 2024.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:27 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

November 27, 2023

PUBLIC HEARING 2023 BUDGET AMENDMENT

Mayor Crossley opened the public hearing for 2023 Budget Amendment at 7:00 pm providing explanation for the need of a budget amendment to the 2023 budget shortfalls. Present were Mayor Crossley, Councilmember Reyes, Councilmember Lobe, Councilmember Kramer, Councilmember Iverson, Clerk/Treasurer Bohn, Police Chief Rose, Fire Chief Walter, and public citizens. Councilmember Clark was absent.

Discussion was held with no comments or questions offered from the public. Public Hearing meeting closed at 7:01 pm

PUBLIC HEARING PROPOSED 2024 BUDGET

Mayor Crossley opened the public hearing for the 2024 Proposed Budget at 7:01 pm providing budget project costs for 2024 and department amounts. Present were Mayor Crossley, Councilmember Reyes, Councilmember Lobe, Councilmember Kramer, Councilmember Iverson, Clerk/Treasurer Bohn, Police Chief Rose, Fire Chief Walter, and public citizens. Councilmember Clark was absent.

Discussion was held with no comments or questions offered from the public. Public Hearing meeting closed at 7:02 pm

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:02 p.m. This meeting was held in person and via the ZOOM app, meeting ID and password were made available to the public through postings on the office door and the post office community board. Present were Mayor Crossley, Councilmember Reyes, Councilmember Lobe, Councilmember Kramer, Councilmember Iverson, Clerk/Treasurer Bohn, Police Chief Rose, Fire Chief Walter, and public citizens. Councilmember Clark was absent.

ADDITIONS OR DELETIONS TO AGENDA

* There was one deletion under Unfinished Business for State of Washington Business Licensing program.
* There was one addition to Unfinished Business for owner at 506 E Marjorie Ave, Mr. Justin Parr regarding his leak and excessive billing in 2023.

APPROVAL OF MINUTES

November 13, 2023, regular Council Meeting Minutes and November 20, 2023, Special Budget Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe.

APPROVAL OF FINANCIALS

November 2023 Payroll claims clearing check #12004-12007, 12030-12046 plus EFT’s totaling $50,774.27 and November 27, 2023, claims clearing check #12029, 12047-12060 for $75,854.95 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.

PUBLIC COMMENTS

There were no public comments.

UNFINISHED BUSINESS

There was an addition for the owner at 506 E Marjorie Avenue Odessa, Mr. Justin Parr. At the last council meeting he had written a letter requesting a possible refund of overage. The house had broken water pipes and was flooded in January of 2022. The water had been turned off and on a couple times over the past year and a half. The owner, Mr. Parr was unaware that he was being billed base usage on his monthly water bill when there was no water at the property. He is requesting the town grant him a refund of partial due to the fact he was unaware of the charges and feels like he should have caught it sooner. This was discussed in depth by the council. The council agreed to credit his account back $150.00. This was approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

NEW BUSINESS

* Appollo Mechanical Contractors Bill Glidewell and Gary Roylance attended the meeting and spoke about their company and what it has to offer the Town of Odessa.
* Ordinance 732: 2023 Budget Amendment was approved upon a motion by Councilmember Lobe, seconded by Councilmember Reyes, motion carried.
* Building Permit 2023-36: Golf Course RV Park would like to build an addition to the golf cart storage shed. The council discussed this and said the set back of the building needs to have a variance as 5-feet from the property line is against the building code. This was tabled and the owner will be notified that a variance must be filed before the council can approve the permit. No motion was made, it was tabled until the variance is completed.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She said the Clerk’s office is super busy with year-end items closing out. The 2024 Budget will be adopted at the next council meeting.

POLICE REPORT

Police Chief Rose reported on departmental activities. She said she is doing a Domestic Violence training class. She is still working with the county to try and get Odessa up and running on Spillman. She reported on a case that has been ongoing with an individual in the community that is doing well at the in-patient treatment facility.

FIRE REPORT

Fire Chief Walter reported on departmental activities. He noted that the fire truck ladder testing was completed. He said that one ladder failed testing due to the ladder being bent. Chief Walter also let the council know that there was one small attic house fire in town.

PUBLIC WORKS REPORT

There was no Public Works Report.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported the next budget meeting will be Wednesday November 29, 2023, with the Public Works for a final meeting for the 2024 Budget.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:43 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

December 11, 2023

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:00 p.m. This meeting was held in person and via the ZOOM app, meeting ID and password were made available to the public through postings on the office door and the post office community board. Present were Mayor Crossley, Councilmember Lobe, Councilmember Kramer, Councilmember Iverson, Clerk/Treasurer Bohn, Fire Chief Walter, Zoning Inspector Knerr and public citizens. Councilmember Reyes, Councilmember Clark, Public Works Director Paszkeicz, and Police Chief Rose were absent.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions.

APPROVAL OF MINUTES

November 27, 2023, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

APPROVAL OF FINANCIALS

November Financials and Treasurer’s Report and December 11, 2023, claims clearing check #12061-12079, plus EFT’s totaling $130,716.88 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Iverson, motion carried.

PUBLIC COMMENTS

There were no public comments.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

* The Final Public Hearing was set for January 8, 2024, at 7:00 pm for Well 3 Water Assessment grant project. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* The Seasonal Grounds Maintenance Contract was awarded to Daryl Hovermale for 2024 and was approved upon a motion by Councilmember Lobe, seconded by Councilmember Iverson, motion carried.
* Mayor Crossley announced the town received a $190,630 grant from Transportation Improvement Board (TIB) for the year 2024 for multiple maintenance projects around town. The council gave Mayor Crossley authority to be the grant administrator for the signing of all documents related to the grant. This was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* Resolution 2023-14; 2024 Water Rate Schedule was approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion passed.
* Resolution 2023-15; 2024 Sewer Rate Schedule was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion passed.
* Resolution 2023-16; 2024 Garbage Rate Schedule was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion passed.
* Resolution 2023-17; 2024 Rental rates and fees for the Town of Odessa’s buildings were approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion passed.
* Resolution 2023-18; 2024 Chamber of Commerce Annual fee was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion passed.
* Ordinance 733; 2024 Budget was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion passed.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She said the Clerk’s office has been working on a new pet license form that is more official and will be in effect as of January 1, 2024, for use. The quarterly Mayor’s Minute newsletter is going out at the end of the month. She announced that the 2021 Water & Streets project retainage was paid out to DW Excavating, closeout is in process for this grant. Closure of a CDBG grant of $30,000 for Well 3 Assessment is wrapping up and closing in January 2024. Bohn also noted that the Airport Tie Down Apron project is closing out in the coming month. The Town’s 2021 State Audit is in final review with the auditor’s office for closure. Discussion was held regarding the audit.

POLICE REPORT

There was no Police Report.

FIRE REPORT

Fire Chief Walter reported on departmental activities. He said Santa will be making his visit next week around town. At Christmas Fest the Fire Department handed out smoke detectors and carbon monoxide detectors to community members free of charge.

PUBLIC WORKS REPORT

There was no Public Works Report.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported Department of Ecology has finally approved the lift station after over a year. There is a pre-construction meeting scheduled for January 3, 2024, at 11 am with the contractor. Mayor Crossley noted that the grant for the Community Center is still not closed out with Halme. He is getting no contact back from Halme Builders. There are five outstanding issues that need to be addressed before the grant can be closed out. The town is looking into getting legal involved for enforcement of the grant being satisfied.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:14 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer