**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, January 13, 2025 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

FINAL PUBLIC HEARING FOR SEWER SYSTEM IMPROVEMENT PROJECT

Matt Morkert passed out a handout and presented a brief overview of the Drying Beds and Lift Station Replacement Project to the Odessa Councilmembers and community members. He took questions after the

REGULAR & ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:08 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, Councilmember Reyes, Councilmember Smith, Clerk/Treasurer Nelson, Police Chief Rose, Public Works Director Greenwalt, Zoning Inspector Knerr and six community members.

ADDITIONS OR DELETIONS TO AGENDA

There will not be a December Treasurer’s Report to approve this meeting, as the 13th month has not closed.

PUBLIC COMMENTS

No public comments

MAYOR’S REPORT

Mayor Crossley did not have any news to report.

CONSENT AGENDA ITEMS

1. December Financials
2. December 2024 Payroll
3. December 27, 2024, Claim Clearing Checks
4. 13th Month - December 31, 2024, Claim Clearing Checks
5. January 13, 2025, Claim Clearing Checks

 Councilmember Lobe motioned to approve Consent Agenda Items A-E. Councilmember Reyes

 seconded the motion. Motion carried.

1. Councilmember Iverson motioned to approval of December 9, 2024, Council Meeting Minutes. Councilmember Kramer seconded the motion. Motion carried.

UNFINISHED COUNCIL BUSINESS

There was no unfinished business to revisit.

NEW COUNCIL BUSINESS

1. Councilmember Reyes approved Resolution 2025-01, Town Fees. Councilmember Smith seconded. Motion carried.
2. Councilmember Lobe approved the resolution number change from 2024-13 to 2024-14. Councilmember Reyes seconded. Motion carried.
3. Councilmember Lobe was nominated for the position of 2025 Mayor Pro Tem by Councilmember Iverson. The nomination was seconded by Councilmember Kramer. Motion carried.
4. Councilmember Smith motioned to approve the water base increase from 800 CF to 900 CF. Councilmember Lobe seconded the motion. Motion carried.
5. Councilmember Iverson motioned to approve the $1 monthly rental fee for Okanogan Transportation and Nutrition for Senior Meal at OTH. Councilmember Kramer seconded the motion. Motion carried.
6. Councilmember Reyes motioned to approve the surplus item. Councilmember Lobe seconded the motion. Motion carried.
7. Councilmember Lobe motioned to approve Brian Schorzman as the new Fire Chief. Councilmember Iverson seconded the motion. Motion carried.
8. Councilmember Smith motioned to approve William Knerr as the new Building Inspector. Councilmember Kramer seconded the motion. Motion carried.
9. Police Mental Health PowerPoint. Chief Rose handed out a copy of the Program PowerPoint to all council members. Following the outline, she discussed the need for mental health support for workers in law enforcement and the trauma side effects, such as PTSD, that affects agency workers. Chief Rose proposed the adoption of a law enforcement wellness program, either Cordico or Command, and additional days off (3 for mental health and 2 vacation days). The council positive commented on supporting the proposal and will motion to vote at the January 27, 2025, Council Meeting.
10. Councilmember Smith motioned to approve the new OPD Pursuit Policy. Councilmember Reyes seconded the motion. Motion carried.

CLERK REPORT

Clerk-Treasurer Nelson reported that January is a busy month, closing out the 2024 budget and starting the 2025 budget. She reported that the 4th Quarter Reports are completed, 2024 W-2 Forms are uploaded to SSA and mailed to employees. 2024 1099’s are ready to upload to IRS, we are waiting for a transmittal code from IRS to submit. 1099’s will be sent to vendors on Friday. A healthy number dog and cat owners are coming in to get their 2025 animal licenses.

POLICE REPORT

Chief Rose shared that the OPD was working to create a Municipal Code for motorized scooters, focusing on

heavily on children 14 yrs or younger. The OPD would like to have a Town Hall meeting to gather input from

community members. The OPD goal is to have the Code finalized by April.

FIRE REPORT

Fire Chief Schorzman started his new position by filling out insurance reports for the fire vehicles. He shared that two fire fighters retired at the end of 2024, and the volunteer department acquired two new recruits. He closed his report by sharing the Firemen’s Auction date of the last Saturday in February (2/22/25).

PUBLIC WORKS REPORT

Public Works Director Greenwalt shared that his department is busy servicing vehicles, preparing and organizing the meter books, preparing to complete the Biosolids Report and looking for a forklift the purchase.

COUNCIL REPORT

There was no Council Report.

ADJOURN

The meeting was adjourned at 7:53 pm.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Mayor William F. Crossley

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jamie Nelson, Clerk-Treasurer

**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, January 27, 2025 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

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, Councilmember Reyes, Councilmember Smith, Clerk/Treasurer Nelson, Police Chief Rose, Public Works Director Greenwalt and Zoning Inspector Knerr.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

PUBLIC COMMENTS

No public comments

MAYOR’S REPORT

Mayor Crossley reported that our Century West Engineer, Trent Ward, will be here on February 12th @ 10am to meet with Public Works Director Greenwalt and him to review past projects and discuss the current projects. On February 3rd the Mayor and Public Works Director Greenwalt will attend the OMPD meeting. Public Works Director Greenwalt will install the security cameras around the community center building.

CONSENT AGENDA ITEMS

1. Approval of January 13, 2025 Council Meeting Minutes.

Councilmember Smith motioned to approve the minutes. Councilmember Kramer seconded; motion carried.

1. Approval January 27, 2025, Claim Clearing Checks
2. Approval of January 2025 Payroll

 Councilmember Iverson motioned to approve the Claim Clearing checks and the January Payroll.

Councilmember Lobe seconded; motion carried.

UNFINISHED COUNCIL BUSINESS

1. Approval of Police Mental Health Program

Police Chief Rose reviewed the key elements of the proposed Police Mental Health Program; Connection to counseling and added sick and vacation leave to support the processing of trauma, stress and grief. Councilmember Iverson motioned to approve the Police Mental Health Program. Councilmember Kramer seconded the motion; motion carried.

1. Discuss timeline for Scooter Ordinance process**.**

Police Chief Rose reminded the council that she would like to have an ordinance written and approved by the end of April. Before the discussion progressed, Chief Rose pointed out that there is currently an RCW prohibiting minors under the age of 16 to legally ride a motorized scooter. This fact changed the direction of the conversation. A discussion took place regarding what other districts do when an underaged youth is stopped for the infraction. Chief Rose is going to research this information and report it back to the council. The police team will create a flyer including information about the RCW and local use of scooters and include it in the February Utility Bill, inviting the interested community members to attend a town meeting in March.

NEW COUNCIL BUSINESS

1. Approval of surplus items (two vehicles, 13 2-yard waste dumpsters, self-propelled broom)
2. Approval of transferring auction item titles for the two vehicles.

Councilmember Lobe motioned to approve the surplus items and the transferring of the titles. Councilmember Reyes seconded; motion carried. The Public Works Director mentioned that Maintenance Director Parr of the OSD may be interested in purchasing the Town’s old snowplow truck. In that case, the vehicle would be considered an interagency exchange.

CLERK REPORT

January

All end of the year paperwork has been completed; submitted to specific departments and mailed as necessary. We are now fully into the 2025 budget and will officially close the 2024 budget after talking with our accountant about the bars code for 2 revenue deposits.

Project Update

Well #4 Project: The overall project is about 25% complete. The design team has finalized the plans. The bid process is on hold while we await a response from the Emergency Management Division Coordinator regarding our formal request to increase grant funding.

Wind Cone Project: The designs are 100% completed and approved. We are setting the bid process timeline to be completed by March 31st, 2025.

TIB Chip Sealing Project: Advertisements for Bids need to be placed by May 1st 2025, so I should have a timeline by the end of February.

POLICE REPORT

Chief Rose reported that the police department is collecting data from the speed sign posted at the east entrance to town. The sign at the west end of town has malfunctioned. Deputy Police Clerk Hardung will continue to work fixing that sign. A brief read on the information recovered from one sign shows that speeding through town is relatively non-existent. Chief Rose will share information quarterly regarding the information gathered.

FIRE REPORT

 There was no fire report.

PUBLIC WORKS REPORT

Public Works Director Greenwalt listed a number of tasks that he and his team have accomplished, replacing the starter for the plow truck, updating the meter books, refurbishing picnic tables…. The team will begin replacing water meters soon. Public worker Hannahs will be attending a pesticide licensing class in Moses Lake on Feb. 18th.

COUNCIL REPORT

 There was no Council Report.

ADJOURN

 The meeting was adjourned at 7:55 pm.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Mayor William F. Crossley

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jamie Nelson, Clerk-Treasurer

**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

 Monday, February 10, 2025 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

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, Council Member Reyes, Public Works Director Greenwalt, Clerk/Treasurer Nelson, Police Chief Rose, Fire Chief Schorzman, Building Inspector Knerr and public citizens. Councilmember Smith joined the meeting late.

ADDITIONS OR DELETIONS TO AGENDA

* There were no additions or deletions to the agenda

PUBLIC COMMENTS

There were no public comments.

MAYOR’S REPORT

Mayor Crossley reported.

CONSENT AGENDA ITEMS

* January 27, 2025, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* February 10, 2025, claim clearing checks #12927-12942 plus 1 EFT totaling $40,886.30 and the December Treasurer’s Report, Expenditures & Revenue Reports were approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.

UNFINISHED COUNCIL BUSINESS

* After a brief review by Chief Rose, the council approved the writing of a Scooter Ordinance upon motion by Councilmember Lobe, seconded by Councilmember Iverson, motion carried.
* The Council approved the event of a Scooter Informational Night on March 11, 2025, at 6pm in the Odessa School District Multipurpose Room upon motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.

NEW COUNCIL BUSINESS

* Mayor Crossley explained the need for cameras in the community center’s entrance area (outside and inside) as well as one camera posted at the office back door, facing the public restrooms. He will present a policy to be approved by the council at a future meeting.
* The kiddie slide was approved as a surplus item by the council once Councilmember Lobe motioned to approve, seconded by Councilmember Iverson, then motion passed.
* Clerk-Treasurer Nelson explained the need for a water reserve fund to accumulate and be used exclusively for major water system repairs as well as a sewer system reserve fund to be used in the same fashion for the sewer system. She will bring specific details for approval at a future meeting.

CLERK REPORT

Projects

* Airport – Still in the setting up of bid process phase
* Well #4 Generator – Waiting to hear about updated increased funding request
* Chip Sealing – Waiting for communication and direction
* Swimming Pool – Bill and Gerald met with the Pool Board to discuss their remodeling plans.

Office

* The office staff is syncing, and our jobs are becoming routine. This has allowed Amy to support Chief Rose at the police station more often. We are already making plans for spring activities, reading meters and meter books, planning and advertising for Town Clean Up Days, identifying yards of nuisance, as well as wrapping up winter obligations.
* I talked to our CPA, Tara Dunford. She supported decisions we made regarding accounts and deposits. We are planning on a couple days in April for her to come to Odessa to review our budget accounts and give suggestions for improvement.

POLICE REPORT

Chief Rose reviewed the activities and reports that she and Police Deputy Hardung have been working on.

* The 2024 NIEBERS Report has been completed. She enrolled her staff in the Quadco Wellness program and is meeting with Fire Chief Schorzman on Friday to discuss setting up a Peer Support Program between the Police and Fire Department. Many old files have been reviewed and either saved or sent out for destruction. Grant opportunities are being looked into, specifically the FLOCK Grant.
* Chief Rose gave a brief update on Spillman. She and a Reardan Officer will be Zooming with a Spillman Rep to learn about the costs the system will have to the community. This is important information that will need to be shared with the County Commissioners.
* Reported/logged calls – 25 for the month (still down)

FIRE REPORT

* Fire Chief Schorzman reported that all 3 fire trucks have been inventoried.
* He is collaborating with Superintendent Fisk to run a search and rescue drill at the high school.
* He would like to purchase an air compressor for Air Packs
* The volunteer fire fighters are collecting items for the Fireman’s Auction.
* There was one accident assist made this month.

PUBLIC WORKS REPORT

* Public Works Director Greenwalt reported on a few cold weather projects he and his staff are working on. A frozen house faucet with a broken handle, rebuilding picnic tables, and dismantling large, old, junk vehicles.
* PWD Greenwalt would like to purchase a 5 X 9 warming blanket for approximately $1200.00.

COUNCIL REPORT

There was no Council Report.

ADJOURN

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

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Mayor William F. Crossley

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jamie Nelson, Clerk-Treasurer

**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

 Monday, February 24, 2025 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:01 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, Councilmember Reyes, Police Clerk Hardung, Clerk/Treasurer Nelson, Fire Chief Schorzman, Building Inspector Knerr and public citizens. Councilmember Smith was not in attendance.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda

PUBLIC COMMENTS

There were no public comments.

MAYOR’S REPORT

Mayor Crossley reported updates on the town projects.

* Streets Chip Sealing – Meeting on March 4th
* WSDOT Highway Improvement – Meeting on February 25th
* Well #4 Generator – A step closer to increased funding approval.

CONSENT AGENDA ITEMS

* February 10, 2025, Council meeting minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* February 25, 2025, claim clearing checks # 12945-12957 totaling $29,300.32 and January 2025, Treasurer’s Report, Expenditures & Revenue Reports were approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.

UNFINISHED COUNCIL BUSINESS

* Mayor Crossley reviewed the camera policy for the City Clerk/Library building and Councilmember Reyes moved to approve the policy, seconded by Councilmember Lobe, motion carried.
* The council reviewed the Scooter PowerPoint Presentation to be used during the Scooter Informational Night, put on by the Odessa Police Department.

NEW COUNCIL BUSINESS

* Councilmember Iverson motioned to approve Building Permit 2025-01. Councilmember Kramer seconded; motion carried.
* Councilmember Lobe motioned to approve the amendment to Ordinance 692 (after complete document is proofread and corrected). Councilmember Reyes seconded; motion carried.

CLERK REPORT

Office work is going smoothly.

* Airport – Bid Advertisements have been placed.
* Well #4 Generator – One step closer in the increased funding approval.
* Chip Sealing – Meeting on March 4th

POLICE REPORT

* Police Clerk Hardung gave the Police Report. She confirmed that the Health/Wellness Program will use Cordico, shared that they wanted to meet with the council after the Scooter Presentation Night to discuss main points to include in the upcoming ordinance. She mentioned a record request that was completed and the speed sign, The Stalker, is fixed and being sent back.

FIRE REPORT

* Fire Chief Schorzman shared that the department has received one bid and sent 2nd quote out to bid to fill their airpacks. The Firemen’s auction went great, and the third best auction in recent years.
* Mayor Crossley reported that two of the auction vehicles, acquired through an abatement, could not be auctioned off and the town will need to research other options.

PUBLIC WORKS REPORT

There was no Public Works Report.

COUNCIL REPORT

There was no Council Report.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:19 p.m.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Mayor William F. Crossley

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jamie Nelson, Clerk-Treasurer

**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

 Monday, March 10, 2025 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the regular meeting to order at 7:01 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 Iverson, Councilmember Lobe, Councilmember Smith, Police Chief Rose, Public Works Director Greenwalt, Fire Chief Schorzman, Building Inspector Knerr, Clerk/Treasurer Nelson, and public citizens.

ADDITIONS OR DELETIONS TO AGENDA

* There were no additions or deletions

PUBLIC COMMENTS

* There were no public comments

MAYOR’S REPORT

* The Mayor met with TIB Engineer, Andrew Beagle, Century West Engineer, Trent Ward and Public Works Director Gerald Greenwalt to discuss the Chip Sealing Project.
* The Mayor also met with a team from WSOT to begin planning possible safety additions to add to the highway paving projects slated for summer of 2027.

CONSENT AGENDA ITEMS

* Councilmember Iverson moved to approve the February 24, 2025, Council Meeting Minutes. Councilmember Smith seconded the motion. Motion carried.
* Councilmember Kramer moved to approve the February Payroll List, Check Register, Treasurer’s Report, Expenditure, Revenue Report and March 10, 2025, Claim Clearing Checks #12975-#12990 + EFTs = $43,092.72. Councilmember Lobe seconded the motion. Motion carried.

UNFINISHED COUNCIL BUSINESS

There was no unfinished council business.

NEW COUNCIL BUSINESS

* Councilmember Reyes moved to approve the Long-Term Parking Permit Request made by Ted Suchland. Councilmember Lobe seconded the motion. Motion carried.
* Patricia Nelson shared information about her family cannabis business and the idea to move their business to Odessa. Many steps need to take place before the council vote to permit the business to integrate into Odessa.
* Councilmember Iverson moved to approve the maintenance contract for Daryl Hovermale. Councilmember Kramer seconded the motion. Motion passed.
* Councilmember Reyes moved to approve the renewal the Through the Fence Agreement with Stan Dammel and offer the same agreement to Nancy Smith. Councilmember Smith seconded the motion. Motion carried.
* Councilmember Lobe moved to approve Building Permit 2025-02. Councilmember Kramer seconded the motion. Motion carried.
* Brett Antczak, Odessa Memorial Hospital Administrator, spoke to the council and requested a positive support letter to be used in his application for a Federal Appropriation Grant. The council agreed to sign a letter of support.

CLERK REPORT

PROJECTS

Airport Wind Cone – The bid has been advertised for 2 weeks, Liz Newton, Century West Aviation Engineer will meet with interested parties on March 17th @ the airport to discuss the project. Bid Opening will be on March 27th @ 2:30 in the Town Library.

Well #4 Backup Generator – No Movement

Chip Sealing – Trent Ward (Century West Engineer), Andrew Beagle (TIB Engineer), Mayor Crossley, Gerald met on March 4th to discuss the roads involved and type of sealing for the roads.

Highway 21 & 28 Paving Project– The Mayor, Trent Ward, Gerald and two representatives from WASDOT met on February 24th to discuss important aspects of the repaving project and possible additions that will be considered by the Complete Streets Program. Complete Streets personnel are interested in gathering ideas from community members regarding safety improvements for the town, such as street lighting, flashing lights at school crossings, ADA accessible sidewalks… They will be hosting a few town meetings throughout the year to gather input.

Odessa Memorial Pool Board has decided to renovate the pool bathrooms and created a list of projects that need to be completed by June 1st.  The Town will be posting the project bid in the next two weeks, looking for the project to begin mid-April and completed by June 1st.

CLERK’S OFFICE

The Clerk’s office is getting ready for spring. Deputy Clerk Luiten is busy organizing lists and prepping advertising notices for Clean Up Days April 10, 11, 12 & 14.

Police Clerk Hardung is finally able to return to her regular schedule work with Chief Rose now that I have been well trained.

Things are good.

POLICE REPORT

* Deputy Rose mentioned that due to deadlines and town size, the Flock Grants will not be an option for the Odessa Police Department.
* The speed sign is repaired and replaced. Repair costs and shipping only totaled $200.00.
* The Scooter Information Night will be held on March 11, 2025, at 6pm in the Multipurpose Room at the school.
* Eight nuisance letters were sent out. Three community members who received the letters came into the Clerk’s Office to disagree with the warning.

FIRE REPORT

Fire Chief Schorzman

* He announced today was the start of the Open Burning season, now through 4/13.
* The fire department is continuing with training drills. Their school drill will be this month along with a control fire burn up at the airport grounds.
* He researched options of using the same Mental Health program for his firefighters as the police department, but the rate is too steep. Chief Rose said she would look into other options for the fire department.
* A second bid came in for filling the air tanks. Fire Chief Schorzman is considering applying for a grant to purchase an air compressor to manage the filling of the air tanks on their own.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported on departmental activities

* They grated the alleys and cold patched 5th, 3rd and Division.
* Put new brooms on the sweeper
* Replaced a meter, starting to replace a second meter
* They will begin to start reading the water meters.
* Rebuilt 4 picnic tables
* Completed various other projects.

COUNCIL REPORT

There was no Council report.

 ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 8:11 p.m.

  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 William F. Crossley, Mayor

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jamie Nelson, Clerk-Treasurer

**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

 Monday, March 24, 2025 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

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 Iverson, Councilmember Lobe, Councilmember Smith, Councilmember Reyes, Clerk/Treasurer Nelson, Zoning Inspector Knerr and various community members.

ADDITIONS OR DELETIONS TO AGENDA

* “Request for a dog park” is deleted from agenda

PUBLIC COMMENTS

Sandi Smith, as coordinator for the town’s Spring Fling, asked permission to close both sides of Division on April 26th for the Car Show. She also asked to borrow arrow signs to direct traffic.

MAYOR’S REPORT

* Trent Ward was measuring the roads for the upcoming Chip Sealing Project.
* Dave Kysar is going to inspect our furnaces and then give a quote regarding a maintenance contract.
* Terri King and Willie Bell are applying for a grant to pay for a town pickleball court.

CONSENT AGENDA ITEMS

* March 24, 2025 Claim Clearing checks were approved upon a motion by Councilmember Smith, seconded by Councilmember Kramer, motion carried.
* March 10, 2025 Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

UNFINISHED COUNCIL BUSINESS

There was no unfinished council business.

NEW COUNCIL BUSINESS

* Police Clerk Hardung gave a brief review of the Scooter Ordinance Draft, a few additions are still needed. Ordinance 741 will be ready for Council approval at the April 28, 2025 board meeting, going into effect on May 1, 2025.
* Councilmember Reyes motioned to approve Building Permit 2025-04; a deck at 108 W 8th Ave. Councilmember Smith seconded the motion. Motion carried.
* Karen Brooks shared her letter describing the steps she is taking to clean up her yard and comply with the directive of the nuisance letter sent to her on March 2, 2025. According to her details, the council thanked her for working to comply with the cleanup request. She received a flyer about the town clean up days and details of what items could be hauled away for her. Mayor Crossley will send out a member of the Code Enforcement Team around April 15th to verify the cleanup. If the report comes back positive, Miss Brooks will be marked compliant and the issue labeled – “resolved”.

CLERK REPORT

**Projects**

**Airport Wind Cone–** Bids will be read Thursday 3/27 at 12:30 p.m. in the library.

**Airport Crack Seal Runway -**  Century West is just beginning the design phase.

**Pool –** In order to give local contractors an opportunity, we placed the bid for the pool bathroom renovation in the Record Times and on the Town FB Page with a deadline of April 4th for submission. On March 28th at 11am, Gerald, a pool board member and I will meet at the pool with contractors to review the project and answer any questions.

**Chip Seal** – Trent, the engineer on the project, has been in town to survey streets and gather information for the upcoming job.

**Well #4 Generator** – Still waiting

Gerald, Kyle and Chris have all been working diligently to complete the first water meter read and recording for the year. They are going through it carefully, checking, double checking and at times triple checking.

Amy continues to transition to more days with Chief Rose at the police department. The team continues to make impressive changes which positively impact our town.

We are currently moving our payroll system to an EFT format instead of paper checks. It is a process that we will have completed by the April payroll date.

POLICE REPORT

Police Deputy Hardung detailed the packing and moving that is going on at the police station. The increasing accumulation of evidence has created the need for more space. Amy is working to organize files and create more storage space. In May, when weather improves, they will work on the outside “refresh” of the police building.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

There was no Public Works Report

COUNCIL REPORT

There was no Council report.

 ADJOURN

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

  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 William F. Crossley, Mayor

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jamie Nelson, Clerk-Treasurer

**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

 Monday, April 14, 2025 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

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. Those present were Councilmember Kramer, Councilmember Iverson, Councilmember Lobe, Councilmember Smith, Councilmember Reyes, Councilmember Lobe, Public Works Director Gerald Greenwalt, Fire Chief Schorzman, Clerk/Treasurer Nelson, Zoning Inspector Knerr and various community members.

ADDITIONS OR DELETIONS TO AGENDA

* There were no additions or deletions

PUBLIC COMMENTS

* There were no public comments

MAYOR’S REPORT

* Odessa Cemetery was chosen for a stop on the Tour of Honor Veterans’ Bike Tour from now until October. Amy Hardung designed a banner to welcome and honor the veterans and Gerald Greenwalt hung it at the cemetery.
* Trent Ward will be meeting on Tuesday with the Mayor, Gerald, Landon, and Jamie to discuss possible adjustments to make in the Well #4 Generator Project now that there will be no increased funding.
* The Town received a generous land parcel donation. The Town will refer to Mark DeWulf for guidance on accepting the donated land.

CONSENT AGENDA ITEMS

* April 14, 2025, Claim Clearing checks were approved upon a motion by Councilmember Smith, seconded by Councilmember Lobe, motion carried.
* March 24, 2025, Meeting Minutes, Payroll, Check Register, Treasurer’s Report, Expenditure and Revenue Reports were approved upon a motion by Councilmember Iverson, seconded by Councilmember Smith, motion carried.

UNFINISHED COUNCIL BUSINESS

1. Final Read on Ordinance 741 (Scooters). Approval will be at the April 28th Council Meeting.

NEW COUNCIL BUSINESS

1. Wind Cone Construction contract award to Neppel Construction was approved upon motion by

Councilmember Reyes, seconded by Councilmember Lobe. Motion carried.

1. The Odessa Municipal Pool Bathroom Renovation contract award to Jahns Pipe Construction INC

was approved upon motion by Councilmember Iverson, seconded by Councilmember Kramer. Motion carried.

1. The council read and selected the platinum level Kysar Preventative Maintenance Contract. It was approved upon motion by Councilmember Reyes, seconded by Councilmember Lobe. Motion carried.
2. There is consideration to replace the trees that line the business district on 1st Ave with large cement flowerpots. The mayor decided the best course of action would be to meet with the business owners and discuss and create a plan.

CLERK REPORT

See the last page

POLICE REPORT

Chief Rose shared the following items

* Scooter Ordinance 741 will be finalized and set for approval at the 4/28/25 meeting
* The police building is receiving a facelift with paint, and new metal sign.
* There will be a picture taken of the Tour of Honor Banner and people involved at the cemetery on Wednesday. If you would like to be part of the picture, meet at Old Town Hall at noon on Wednesday.
* OPD is partnering with other agencies to access technology that the town does not own.
* Mike Seniga is now the new Chief of Ritzville Police. He will still work with Chief Rose to push for Stillman.

FIRE REPORT

Chief Schorzman reported –

* The VFF had a practice scenario at the school. They learned a lot and are looking forward to the next training session.
* On 4/24/25 BSNF will be here to provide hazmat training for railroads/trains. The training is open to emergency personnel interested.
* Fire hydrants need to be maintained. He will be cleaning up the hydrants around town and sending a letter to community members outside of the city limits to maintain their hydrants.

PUBLIC WORKS REPORT

Public Works Director Greenwalt had this to say –

* Disappointed with some community members response to the clean up days, by taking advantage of the free service. There will be changes made for next year’s cleanup days.
* They completed their first meter reads in March and will be replacing some meters this month.
* They will be hauling solid waste.
* Most importantly, focus will be placed on getting the cemetery ready for Memorial Day.

COUNCIL REPORT

There was no Council report.

 ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:54 p.m.

  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 William F. Crossley, Mayor

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jamie Nelson, Clerk-Treasurer

**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

 Monday, April 28, 2025 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

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. Those present were Councilmember Kramer, Councilmember Iverson, Councilmember Smith, Public Works Director Gerald Greenwalt, Police Chief Rose, Clerk/Treasurer Nelson, Zoning Inspector Knerr and various community members. Absent from the meeting were Councilmember Lobe and Councilmember Reyes.

ADDITIONS OR DELETIONS TO AGENDA

* There were no additions or deletions

PUBLIC COMMENTS

* A citizen shared information regarding a Quiet Zone in reference to trains traveling through Odessa. He said that he would give the town the information necessary to look into the option. The mayor was open to the idea.

MAYOR’S REPORT

* The downtown business owners are meeting with the mayor Wednesday 4/30 @ 6pm at OTH to discuss the trees lining the sidewalks.
* The OMPD Board invited the mayor, public works director and clerk to attend their meeting on Tuesday May 6th @ 7pm.
* The mayor will be attending a Mayors’ Meeting Wednesday 4/30 in Davenport from 1-3pm.

CONSENT AGENDA ITEMS

* April 28, 2025, Claim Clearing checks were approved upon a motion by Councilmember Smith, seconded by Councilmember Kramer, motion carried.
* April 14, 2025, Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Smith, motion carried.

UNFINISHED COUNCIL BUSINESS

1. Ordinance 741 was approved upon motion by Councilmember Iverson, seconded by Councilmember Smith. Motion carried.

NEW COUNCIL BUSINESS

1. Building Permit 2025-3 at 8 S 5th St. and Building Permit 2025-5 at 3 S Division St. were approved upon motion from Councilmember Smith, seconded by Councilmember Iverson. Motion carried.

CLERK REPORT

Wind Cone – Construction phase

Runway Crack Seal – Design phase

Well #4 Generator – Revision stage

TIB Street Chip Sealing – Bidding invitations should be starting soon

Swimming Pool Bathrooms – Pool Board met with the contractors to hammer out details

Lifeguard applications – 9 (interviews on Thursday)

Manager applications -1 (interview on Friday)

We successfully ran our first EFT payroll for employees.

3-day meeting with Tara Dunford, our accountant, went great. We completed the State Auditors Annual Report and reviewed the 2025 budget to date.

POLICE REPORT

Chief Rose shared the following items

* Problems with the Stalker at the East end of town.
* Average speed coming into town is 29 mph.
* The police department will be putting on a National Night Out for the Odessa community toward the end of August. A few other town businesses will be contributing to the event.
* The beautification of the police department is continuing.
* Chief Rose asked for clarification on the town’s process regarding the nuisance letters.
	+ The police department accompanies the photographer who takes pictures of unclean yards.
	+ The mayor reviews the pictures and determines whether the yard qualifies for a letter/penalty.
	+ The clerk’s office sends a letter. Community members have 10 days to comply/respond.
	+ Police and the photographer take pictures 10 days later. The mayor determines whether the yard passes inspection or should get a second letter with a fine.
	+ Community members have 10 days to comply.
	+ If not compliant, then a fine is incurred and the maintenance team cleans up the yard. The bill is passed along to the customer.
	+ If fine is not paid, then a lien is placed on the home.

FIRE REPORT

No report

PUBLIC WORKS REPORT

Public Works Director Greenwalt had this to say –

* The cemetery water has been turned on. They found a leak in the main line.
* There are meters to be replaced
* He is helping with police beautification project
* Unfortunately, a few large pieces of equipment are being repaired.

COUNCIL REPORT

There was no Council report.

 ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:41 p.m.

  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 William F. Crossley, Mayor

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jamie Nelson, Clerk-Treasurer

**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

 Monday, May 12, 2025 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

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. Those present were Councilmember Kramer, Councilmember Iverson, Councilmember Smith, Councilmember Lobe, Public Works Director Gerald Greenwalt, Police Chief Rose, Fire Chief Brian Schorzman, Clerk/Treasurer Nelson, Zoning Inspector Knerr and various community members. Absent from the meeting was Councilmember Reyes.

ADDITIONS OR DELETIONS TO AGENDA

* Citizen Rocky Kidder to talk about Veterans was deleted from the agenda

PUBLIC COMMENTS

* There were no public comments.

MAYOR’S REPORT

* The office sent out 9 nuisance and 6-yard maintenance letters, already ahead of last year.
* Kysar has started their maintenance visits.
* There will be a meeting with Trent Ward regarding the Well #4 Generator project to review the reduction in grant.
* TIB Chip Sealing Project is out to bid. Will close on May 29th.

CONSENT AGENDA ITEMS

* April Payroll, Treasurer’s Report, Expenditures and Revenues, along with the May 12, 2025 Claims Clearing Checks were approved upon motion from Councilmember Lobe, seconded by Councilmember Smith. Motion passed
* April 28, 2025, Meeting Minutes were approved upon a motion by Councilmember Kramer, seconded by Councilmember Iverson, motion carried.

UNFINISHED COUNCIL BUSINESS

* There was no unfinished council business to address.

NEW COUNCIL BUSINESS

* Building Permit 2025-06, Fence @ 112 W 4th Ave and Building Permit 2025-07, Roof @ 3 S Division St

were approved upon motion from Councilmember Lobe, seconded by Councilmember Iverson. Motion carried.

* Resolution 2025-2, Town of Odessa will match WSDOT Grant Funds WC design and Resolution 2025-3, Town of Odessa will match WSDOT Grant Funds WD were approved upon motion by Councilmember Iverson, seconded by Councilmember Lobe. Motion carried.
* The council discussed the request of a utility fee reduction by the resident @ 202 S. 4th St. The request was denied in a unanimous vote.
* Chief Rose shared information about National Night Out on Aug 20th at 5:00 pm at the park. The Fire Department will provide hot dogs and hamburgers at the event.

CLERK REPORT

Projects

TIB Chip Seal Steets in bid process, bids close on May 29th

Airport Wind cone is in construction phase, Crack seal is in design phase

Well #4 Generator – meeting w/ Trent to review cut back ideas

* Pool Bathroom Renovations: Jahns Pipe Construction crew started today.
* Gerald, Aimee Striffler and I will be interviewing lifeguards this Thursday. We have a great group of applicants. I believe that together with board members, it is going to be a good summer.
* Office: Unfortunately, we seem to be sending out more letters than normal regarding miscellaneous junk and weeds in yards. There has been some community cleanup response, but not enough.

POLICE REPORT

Chief Rose shared the following items

* Police Clerk Hardung fixed the Stalker Speed Sign.
* Work continues on the beautification of the Police Station. Spackling holes, painting and replacing the old Town Marshall sign with a new Odessa Police sign.
* Early on Chief Rose connected with 10-15 kids sharing important safety information regarding scooters. The Scooter Ordinance is working. Most children observed by citizens wear helmets.
* Chief Rose met with Chief Warren, Reardan’s new Chief of Police. She is continuing the partnership between the two towns. Reardan reserves are still interested in supporting Odessa on a part-time basis until Odessa can hire a new officer.
* Bike and Scooter Night will be on June 25th at Reiman Park. The Odessa School District will serve hot dogs and chips as a thank you to the community for their support in the levy.

FIRE REPORT

Chief Schorzman shared

* Firemen will be helping with National Night Out
* June 4th will be the Senior Parade
* He went to Wellpinit to pick up a gifted used air compressor
* The fire department went on 2 calls: Wildland fire and a car accident
* The training with BNSF was informative and well done, 46 people attended.
* This month the fire department will have their wildland training at the airport.
* The trucks will be serviced by Costlow Services.
* He cleared out around a fire hydrant.
* The district trucks are all out on placement.

PUBLIC WORKS REPORT

Public Works Director Greenwalt had this to say –

* The power outage today knocked the emergency phone offline. We called for service from CenturyLink.
* The team is working on the cemetery, cleaning it up for Memorial Day.
* Kysar is starting their maintenance work on the furnaces.
* There is a mouse nest in the air vents at the Sewer Plant.

COUNCIL REPORT

There was no Council report.

 ADJOURN

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

  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 William F. Crossley, Mayor

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jamie Nelson, Clerk-Treasurer

**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

 Tuesday, May 27, 2025 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

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. Those present were Councilmember Kramer, Councilmember Iverson, Councilmember Smith, Councilmember Lobe, Public Works Director Gerald Greenwalt, Fire Chief Brian Schorzman, Clerk/Treasurer Nelson, Zoning Inspector Knerr and various community members. Absent from the meeting was Councilmember Reyes.

ADDITIONS OR DELETIONS TO AGENDA

* A request for building permit extension

PUBLIC COMMENTS

* Jeff & Cheryl Schibel shared a thank you to the Public Works Department workers for their hard work in preparing the cemetery for Memorial Day. They stated that the cemetery looked better than it had in a few years.

MAYOR’S REPORT

* Seven more yard letters have been sent out.
* Terri King, the Lions Club and Chamber are submitting a community grant in order to gain funds to redo the bathrooms in the park and build a pickleball court.
* Due to constraints set forth by the FEMA grant, the Town of Odessa, after much discussion, will not be moving forward to complete the planned project. FEMA will pay for the work already done and Century West will fill out paperwork to close out the grant.

CONSENT AGENDA ITEMS

* May Payroll, Treasurer’s Report, Expenditures and Revenues, along with the May 27, 2025 Claims Clearing Checks were approved upon motion from Councilmember Kramer, seconded by Councilmember Lobe. Motion passed
* May 12, 2025, Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

UNFINISHED COUNCIL BUSINESS

* There was no unfinished council business to address.

NEW COUNCIL BUSINESS

* Request from Odessa resident @ 411 S. Division Street for bill reduction was denied
* Rocky Kidder shared the names of the County Veteran Service Officers, Elizabeth Snell and Tom Hicks. He also promised to call and give the name of the Honor Guard at Veterans Cemetery , Staff Sgt. Wier

509-532-2777.

* Resolution 2025-4; Surplus Items, was approved upon motion by Councilmember Lobe and second by Councilmember Iverson. Motion passed.
* Building Permit extension timeline request by Jose Chavez was denied

CLERK REPORT

Clerk Nelson reported that she will be attending Financial Boot Camp in Lynwood June 9-14.

She also mentioned how nice the cemetery looked on Memorial Day, the grounds and the flags.

POLICE REPORT

Chief Rose requested the following items to be shared

* She is working with Johnson’s Family Towing to remove abandoned vehicles in town. There are two scheduled for this week. There is an abandoned SUV in an alley and a white blazer on the corner of Warren Ave. and Division St.
* Working on a few records requests
* Finishing up details with bike/scooter night
* Police building is coming along nicely for the remodel and should be completed in the next week or so.
* Putting out a Facebook post to see if we can get leads on Dewulf’s stolen car.

PUBLIC WORKS REPORT

Public Works Director Greenwalt had this to say –

* There was a concerted effort to prepare the cemetery for Memorial Day.
* The Swimming Pool will now have their full focus.

COUNCIL REPORT

There was no Council report.

 ADJOURN

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

  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 William F. Crossley, Mayor

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jamie Nelson, Clerk-Treasurer