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Description automatically generated **TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, January 8, 2024 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

OATH OF OFFICE 7:00 p.m.

Clerk-Treasurer Bohn administered the Oath of Office to Mayor Crossley. Mayor Crossley administered the Oath of Office to Councilmember Iverson and Councilmember Kramer.

**PUBLIC HEARING FOR WELL 3 WATER ASSESSMENT CALLED TO ORDER**

Mayor Crossley called the Public Hearing to Order at 7:02 p.m. Mayor Crossley explained the final hearing for the review and report of the Final Well 3 Water Assessment report that was funded by a Community Development Block Grant. Mayor opened up for questions. No questions were offered, Mayor Crossley closed 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, 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, Clerk/Treasurer Bohn, Police Chief Rose, Public Works Director Paszkeicz, Zoning Inspector Knerr and public citizens.

Councilmember Clark was absent.

ADDITIONS OR DELETIONS TO AGENDA

There was two deletions under New Business g. Resolution 2024-02 and Resolution 2024-03.

APPROVAL OF MINUTES

December 11, 2023, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

APPROVAL OF FINANCIALS

December Financials and Treasurer’s Report, December 2023 Payroll check #12080-12099, 12101 an EFT’s for $50,200.46, December 31, 2023 open council claims check #12100 - 12121 for $41,586.19, January 8, 2024 claims check #12102, 12122 - 12132 for $138,815.44, and voided check #12029 for $38,058.83 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.

PUBLIC COMMENTS

There were no public comments.

*This meeting is accessible to persons with disabilities. For individuals who may require special accommodations, please contact Town Hall at (509) 982-2401, 24 hours in advance.*

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

· Owner at 407 S Alder Street, Mr. Willis attended the meeting regarding complaints on the dog code in the Town of Odessa. He said his neighbors have multiple dogs well over the town’s ordinance maximum. He voiced his concerns with dangerous dogs at the property and said there is a puppy mill going on at there house. Two other neighbors accompanied him at the meeting voicing similar concerns. He also spoke about the speed limit on Alder Street, especially with semi truck drivers driving well over the posted limit. Police Chief answered the concerns and issues and gave them a timeframe on when the dogs at the property are supposed to be gone. She has been working with the owners to get rid of the animals at the property. Mr. Willis said he will be back at the end of February if the dogs are not taken care of at the neighboring property.

· The Use of Force Policy for the Odessa Police Department was updated for 2024. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.

· The Building Maintenance Contract was given to Ms. Bohn as an Independent Contractor for the year 2024. This was approved upon a motion by Councilmember Kramer, seconded by Councilmember Lobe, motion carried.

· Owner at 13 W. First Ave, Mr. Lathrop submitted a letter requesting to have his sewer charge turned off on his town bill, as the water is off at the property. This was discussed in depth, the council agreed to charge the loan portion on the bill only, until the building is occupied again.

· The State auditor’s Office Finding for the Town of Odessa from the 2021 audit was discussed with the response and plan from the town. Clerk Treasurer Bohn said the audit will have a closing meeting in the coming weeks with the Auditor’s office to get the audit finalized and completed. Council understands the finding and no questions were asked.

· The council committees for the year 2024 were discussed and pulled as Councilmember Clark was absent. This will be up for discussion once the council is all together. Mayor Pro-Tem for the year 2024 was discussed and was approved by a unanimous vote for Councilmember Lobe to continue as Pro-Tem for the year 2024. This was approved upon a motion by Councilmember Kramer, seconded by Councilmember Iverson, motion carried.

· Resolution 2024-01; 2024 Town Rate Fee Schedule was approved with one deletion of the animal impound fee. The town does not have an animal impound fee. The Council would like the building fees to be looked at for this year as rates have not been raised in quite a few years. This was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She said multiple grants are in the process of closing out. The Clerk’s office is going through a garbage internal audit for 2024. Year-end closeout items are being worked on to get completed in the coming weeks. She said the big year-end report will be started in the next couple weeks as the due date is May. This report takes a couple months to complete. The report is all of the towns financials for the previous year of 2023.

POLICE REPORT

Police Chief Rose reported on departmental activities. She said the evidence room has been audited. She will be working with Clerk Treasurer Bohn on applying for a grant for the Police Flock cameras in the coming weeks. The Use of Force Police Policy for the town is outdated and needed updating done to the current one. Chief Rose reported on all of her current cases she is handling. In the near future she will be meeting with the school Superintendent for a school safety plan of action.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He said he met with the town engineer and the construction company for the upcoming lift station project for a pre-construction meeting. The public works department has replaced all of the lights at the Old Town Hall with LED lights. One of the plow trucks has had the work completed, but the other truck needs repairs before the colder weather sets in, in the next couple weeks.

COUNCIL REPORT

There was no Council Report.

MAYOR’S REPORT

Mayor Crossley reported on attending the pre-construction meeting with the engineer and construction company for the upcoming lift station project. He noted construction update meetings will be held every Tuesday at noon while construction is going on. He said there is many frustrations going on with Halme Builders for the Community Center Project with lack of communication and repairs.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 8:22 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

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Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, January 22, 2024 – 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, Clerk/Treasurer Bohn, Police Chief Rose, Public Works Director Paszkeicz, Zoning Inspector Knerr and public citizens. Councilmember Reyes joined the meeting by Zoom. Councilmember Clark was absent.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions.

PUBLIC COMMENTS

There were no public comments.

MAYOR’S REPORT

* Mayor Crossley reported a meeting scheduled for tomorrow, Tuesday January 23, 2024, scheduled with Halme Builders, Century West - the towns engineering firm, and Randy with ZBA architects regarding the Small Business Community Center grant upgrade construction project.
* There is a water line that is leaking at the Old Town Hall. The plumber will be replacing in the coming weeks.
* The town is filing for an extension for well number four generator grant project.
* The town’s well number three needs a grant for the next step as the town was quoted about $250,000 to pull the pump and have it cleaned to see if it can still be utilized or if other options are needed. Well number three is the backup well for the town if the main well goes down or if something happens on an emergency basis.

CONSENT AGENDA ITEMS

* January 8, 2024, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* January 22, 2024, claim clearing check #12137 – 12147 plus EFT’s totaling $35,619.39 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

* The owner at 05 W Fifth Ave, Mr. Paul Austin, submitted a letter requesting credit for his garbage bill. He has been overcharged for three years on his garbage fee. He stated he had called to downsize his

garbage after his divorce. Garbage fees were never changed on his account. The council discussed and

said the bill difference would have been approximately $350. The council agreed to take off $178.38 from the bill which is about half of the amount. The council all agreed it was half the customer’s fault for not noticing and the large chunk of time that has passed. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.

* Resolution 2024-02; Amending Personnel Policy 4.1 working hours, and 5.8 on-call schedule for Public Works Department was approved upon a motion by Councilmember Kramer, seconded by Councilmember Lobe, motion carried.
* Ordinance 734; Amending the Town of Odessa’s Building Permit Fees was approved upon a motion by Councilmember Reyes, seconded by Councilmember Lobe, motion carried.
* Building Permit 2024-01; new roof at 401 E Third Avenue was approved upon a motion by Councilmember Lobe, seconded by Councilmember Iverson, motion carried.
* Building Permit 2024-02; new roof at 200 W Eighth Avenue was approved upon a motion by Councilmember Lobe, seconded by Councilmember Iverson, motion carried.
* The Town of Odessa is looking into partnering with the Department of Revenue for Washington State Business licensing. The council discussed this in depth and plan to go with $25 business license fees as of August 2024 when the Department of Revenue puts the town into their system. A new code for the Town of Odessa business licensing process has been submitted to the attorney and is waiting for review back from legal. This will be discussed at a future meeting once the legal process is complete. Tabled until further notice.
* The State Auditors have completed the 2021 Audit, which will be completed in the coming weeks with an exit meeting. The state has issued a finding against the town which will be published once everything is finalized. The finding will be brought to council once the town receives the final documents for closure.
* Councilmember #2, Mr. Josh Clark submitted his written resignation from council effective January 8, 2024. Clerk-Treasurer Bohn spoke with the county about advertising to fill the vacancy. Per the county, the position will now be filled for two years with an interim, once the two years is fulfilled, which is completing all of 2024 and 2025, the temporary appointed person will need to re-run in the next election for a 4-year term if they choose to.

CLERK REPORT

Clerk-Treasurer Bohn reported on departmental activities. She said the annexation that had been started for the South Hill Industrial Park and many of the residential homes a few years back is being revisited by the town’s attorney. This is something the mayor would like to have completed as the town already provides water to most of those residents. Town Business licensing with Department of Revenue is well underway with many meetings scheduled for the near future. Clerk-Treasurer Bohn would like to have the approval of the council for her and Deputy Clerk Reyes to attend the Clerk’s conference in March 2024. This was a budgeted item but wanted to remind the council. Due to the town receiving a finding from the state auditor’s office in 2021, Bohn said using a Certified Public Accountant (CPA) would help the town in the future to submit clean reports to the auditor’s office. Once she receives the amount of the CPA cost, she will bring it before the council for a vote.

POLICE REPORT

Police Chief Rose report on departmental activities. A temporary speed trailer is being picked up from the

county to use around town in multiple areas to deal with the speeding issues that residents are worried about.

Chief Rose is working on updating policy manuals for the Police Department. She noted she is going to be out of the office for a while, but she will be available by phone and email until her return.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Paszkeicz reported on departmental activities. He said the old department truck has the truck bed removed and will be placed in the Firemen’s auction coming up in February.

COUNCIL REPORT

There was no Council Report.

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

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**REGULAR COUNCIL MEETING MINUTES**

Monday, February 26, 2024 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Pro-Tem Lobe 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 Lobe, Council member Kramer, Councilmember Iverson, Councilmember Reyes, Clerk/Treasurer Bohn, Police Chief Rose, Fire Chief Walter, Zoning Inspector Knerr and public citizens. Mayor Crossley joined by Zoom.

ADDITIONS OR DELETIONS TO AGENDA

There was one deletion under new council business B. – Trailer Parking Permit request at 305 S Alder St.

PUBLIC COMMENTS

Resident Mr. Lynn Schmidt asked a question pertaining to the fence ordinance with a retaining wall which adds another two feet on top of the six-foot ordinance regulations.

MAYOR’S REPORT

Mayor Crossley joined the meeting on Zoom; Clerk Treasurer gave Mayor’s report.

CONSENT AGENDA ITEMS

* February 12, 2024, regular Council Meeting Minutes were approved upon a motion by Councilmember Reyes, seconded by Councilmember Iverson, motion carried.
* February 26, 2024, claim clearing checks #12192 - 12222 totaling $24,243.13 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.
* February 2024 Payroll totaling $52,356.29 was approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.
* Voided Check #12183 for $607.00 to Lincoln County Auditor, which is being reissued for different amount. This was approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.

UNFINISHED COUNCIL BUSINESS

* The owner of 407 S Alder Street, Mr. Steven Willis, attended the meeting. He had attended a council meeting a couple months ago regarding issues with his neighbor’s dogs. He said to date the residence still has four dogs. Per the towns ordinance the maximum number of dogs is three. Police Chief Rose said she has been working diligently with them and for them to go from twenty plus dogs at the residence down to four is a huge difference. Chief Rose said there will be no more breeding of animals at the residence. She is not okay with telling a resident that they must get rid of animals whom they consider family members. At this time Chief Rose said she is happy with the number of animals and will allow the one other dog to stay at the residence.
* Clerk Treasurer Bohn gave updates to the Town Business License program that is starting up. The “go live” date is due for August of 2024. There is a large list of businesses that need to be weeded through to find out if they are active or no longer in business in the town. More meetings with the Department of Revenue will take place in the next couple months to get the business license program up and running smoothly.
* Building Permit 2024-03; 307 E First Avenue for a new fence was denied for use of used materials. This was denied by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

NEW COUNCIL BUSINESS

* Odessa PTO member, Ms. Sandy Smith attended the council meeting requesting the road closure on April 27, 2024, for Spring Fling car show. The closure includes from Marjorie to Second on Division St. This was approved upon a motion by Councilmember Reyes, seconded by Councilmember Iverson, motion carried.
* Resolution 2024-04; Youth Athletic Facilities Grant for the Odessa Pool was approved upon a motion by Councilmember Reyes, seconded by Councilmember Iverson, motion carried.
* Building Permit 2024-04; new fence at 12 E Fifth Avenue was approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She said two new grants are being applied to through the Recreation and Conservation Office (RCO) in the coming weeks. The clerk’s office is busy with month end, payroll, billing, and grants.

POLICE REPORT

Police Chief Rose reported on departmental activities. There is a lot going on with records classes, flock camera system grant opportunity, and multiple cases.

FIRE REPORT

Fire Chief Walter reported on departmental activities. He said the Firemen’s Auction was last weekend. The department had a fire call today February 26, 2024.

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 7:37 p.m.

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Mayor Pro Tem - Landon J. Lobe

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

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Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, March 11, 2024 – 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 Bohn, Zoning Inspector Knerr and public citizens. The Public Works Director, Police Chief, and Fire Chief were all absent.

OATH OF OFFICE FOR COUNCILMEMBER #2

Mayor Crossley administered the Oath of Office to James Smith to fill in for Councilmember Clark’s vacancy on council through the year 2025 remainder of the term.

 ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions.

PUBLIC COMMENTS

Resident residing at address 303 S Alder Street, Mr. Mark Allen was present at the meeting and asked for some grace for an extra two weeks to get his nuisance complaint from the town cleaned up. The council and mayor agreed to give Mr. Allen two additional weeks to get his property cleaned up.

MAYOR’S REPORT

Mayor Crossley reported that employee Mr. Gerald Greenwalt will be stepping into the vacant job of Public Works Director. Mayor said that retired Public Works Director Roger Sebesta is re-applying to get his certification reinstated, so he can sign off for the water testing for the town in the absence of not having a licensed Public Works Director as the old Director, Mr. Anthony Paszkeicz left the Town of Odessa.

Well number three project of placing a camera down the well is going to be put on the small works roster for bid shortly.

CONSENT AGENDA ITEMS

* February 26, 2024, regular Council Meeting Minutes were approved with correction of a misspelling upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* February Financials and Treasurer’s Report, and March 11, 2024, claim clearing check #12223, 12228 - 12244 plus EFT’s totaling $33,221.85 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.

UNFINISHED COUNCIL BUSINESS

There was no unfinished council business.

NEW COUNCIL BUSINESS

* Mayor requested to have Roger Sebesta retired Public Works Director paid $200.00 for water sign off for Public Works. He already gets paid $300.00 monthly to sign off on the sewer testing. This will bring his monthly total income to $500.00 combined for both departments. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* The owner at 609 E First Avenue, La Collage Inn, Ms. Hayden, submitted a letter to have their sewer bill reduced as she feels the hotel pays too much in sewer fees. The council discussed this matter in depth and denied this request. They cannot gift public funds for reductions in permanent costs.
* A first look at a new law enforcement levy lift for Police purposes and enforcement was discussed. This will need to go out for voter’s property tax on the ballot and needs to be decided by May if this will be proposed. The council would like to have a meeting with the town’s attorney to get more information before deciding what route to take. This was tabled until further notice.
* 2024 Council Committee changes were discussed since new councilmember Smith was sworn into office. The mayor added James Smith to the Public Works, Streets and Buildings, and the airport committees. He dropped off Councilmember Vickie Iverson from the Streets and Buildings.
* Clerk Treasurer Bohn brought a new proposal for Code Publishing Company whom the town already uses. They sent a proposal for an online modern platform that most cities and towns use. It is a legal requirement to have codes established and published. The Council discussed and the new platform was approved by a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.
* The local Odessa Girl Scout Troop 2324 submitted a letter requesting to have cookie sales in front of the community center/clerk’s office building. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Iverson, motion carried.
* Trailer permit 2024-01; owner at 207 N Birch Street requested to park trailer in second empty lot to live in while house is being completed. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.
* Building Permit 2024-05; new fence at 305 S Alder was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* Building Permit 2024-06; new deck at 306 N Division was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* Building Permit 2024-07; new fence at 611 W Fourth Ave was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* Building Permit 2024-08; new fence at 308 E Third Ave was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

CLERK REPORT

Clerk-Treasurer Bohn reported on departmental activities. She said the Department of Commerce called offering the town $50,000 more for any project that was left undone from the Community center remodel. The library shelving was never fully completed and could be with the extra money. Clerk Bohn announced she is attending the 2024 WMCA Clerk’s conference in Yakima next week. She said lifeguard positions, and Deputy Clerk position have been advertised for the public to apply. She said she is applying for a grant for an outdoor sports court this week. The quarterly newsletter is being worked on and sent out with this month’s utility bills.

POLICE REPORT

Police Chief Rose was absent but asked Clerk Treasurer to ask the council and mayor about the police department purchasing a new computer, which they said would be fine.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

The department is without a director but said they are getting the sweeper ready to go and working on grinder pumps.

COUNCIL REPORT

There was no Council Report.

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

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**REGULAR COUNCIL MEETING MINUTES**

Tuesday, March 26, 2024 – 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 7:06 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 Bohn, Public Works Director Greenwalt, Police Chief Rose, Fire Chief Walter, Zoning Inspector Knerr and public citizens.

 ADDITIONS OR DELETIONS TO AGENDA

There was one deletion under consent agenda A. Regular Council Meeting Minutes of March 11, 2024.

PUBLIC COMMENTS

There were no public comments.

MAYOR’S REPORT

Mayor Crossley reported that the small works camera job for the well job was posted last Friday, and a pre-bid meeting will follow this week. The mayor stated information and measurements are being done for the crack sealing and pavement repair TIB grant for this summer that will be posted to the small works roster in the coming months.

CONSENT AGENDA ITEMS

* March 2024 Payroll claim clearing checks #12224 – 12227, 12259 – 12276, plus EFTs totaling $59,159.17.
* March 26, 2024, claim clearing check #12245 - 12253 totaling $37,963.00, voided check #12228 for $1,022.07 and check #12254-12258 for printing errors were approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

UNFINISHED COUNCIL BUSINESS

A second look at the potential Law Enforcement Levy for voters to vote on was discussed. The deadline for the levy is the first week in May 2024. The council discussed and approved moving forward with the town’s attorney to get numbers and information so council can decide the amount of the levy.

NEW COUNCIL BUSINESS

* The owner at 102 E May Ave, lot #2, Mr. & Mrs. Keith Kolterman submitted a letter for a sewer adjustment. They have a lot that the RV hookup will not be used as it is not cost effective to them. The council discussed this matter in depth. The council agrees to remove the one sewer charge from account, if the resident has the service line capped off and disconnected from the town sewer system. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Iverson, motion carried.
* A first look was presented to the council for the South Hill area annexation with information given by the town attorney Mark DeWulf. The council discussed the area of proposed annexation and agreed to move forward with a meeting with the attorney for more information.
* Resolution 2024-05; close out of the 2021 Water and Streets Improvement Project with USDA was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.
* Resolution 2024-06; a public hearing was set for April 22, 2024, for a petition for vacation of an alley located in Block 11 of Trantum and Schoonover’s Addition. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* Building Permit 2024-09; new chain link fence located at 406 W Fourth Ave was approved upon a motion by Councilmember Lobe, seconded by Councilmember Iverson, motion carried.

CLERK REPORT

Clerk-Treasurer Bohn reported on departmental activities. She said the quarterly newsletter is going out with billing this week. She attended the Washington Municipal Clerks Association conference in Yakima for 3 days. Clerk Bohn applied for a new grant for the town with the possibility of a new outdoor sports court for the town. Interviews for the Deputy Clerk position are set for April 10, 2024. April spring clean-up event is coming up middle of April, the list is growing at the Clerk’s Office for the clean-up event around town.

POLICE REPORT

Police Chief Rose reported on departmental activities. She attended a domestic violence training course. First Line supervisor class has been completed. The National Incident-Based Reporting System (NIBRS) is getting updated with Odessa’s cases as it had not been updated for a few years, so the town can lose out on grants if not updated. Chief Rose reported on the multiple cases she is currently handling.

FIRE REPORT

Fire Chief Walter reported that the air packs for the Fire Department have been tested.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported on departmental activities. He said meters are being read this month for the first time this year. The southeast sewer lift station pump needs to be pulled. The lawn mower is ready to go for the season. The cemetery chapel siding will be repaired by Memorial Day.

COUNCIL REPORT

There was no Council Report.

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

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**REGULAR COUNCIL MEETING MINUTES**

Tuesday, March 26, 2024 – 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 7:06 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 Bohn, Public Works Director Greenwalt, Police Chief Rose, Fire Chief Walter, Zoning Inspector Knerr and public citizens.

 ADDITIONS OR DELETIONS TO AGENDA

There was one deletion under consent agenda A. Regular Council Meeting Minutes of March 11, 2024.

PUBLIC COMMENTS

There were no public comments.

MAYOR’S REPORT

Mayor Crossley reported that the small works camera job for the well job was posted last Friday, and a pre-bid meeting will follow this week. The mayor stated information and measurements are being done for the crack sealing and pavement repair TIB grant for this summer that will be posted to the small works roster in the coming months.

CONSENT AGENDA ITEMS

* March 2024 Payroll claim clearing checks #12224 – 12227, 12259 – 12276, plus EFTs totaling $59,159.17.
* March 26, 2024, claim clearing check #12245 - 12253 totaling $37,963.00, voided check #12228 for $1,022.07 and check #12254-12258 for printing errors were approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

UNFINISHED COUNCIL BUSINESS

A second look at the potential Law Enforcement Levy for voters to vote on was discussed. The deadline for the levy is the first week in May 2024. The council discussed and approved moving forward with the town’s attorney to get numbers and information so council can decide the amount of the levy.

NEW COUNCIL BUSINESS

* The owner at 102 E May Ave, lot #2, Mr. & Mrs. Keith Kolterman submitted a letter for a sewer adjustment. They have a lot that the RV hookup will not be used as it is not cost effective to them. The council discussed this matter in depth. The council agrees to remove the one sewer charge from account, if the resident has the service line capped off and disconnected from the town sewer system. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Iverson, motion carried.
* A first look was presented to the council for the South Hill area annexation with information given by the town attorney Mark DeWulf. The council discussed the area of proposed annexation and agreed to move forward with a meeting with the attorney for more information.
* Resolution 2024-05; close out of the 2021 Water and Streets Improvement Project with USDA was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.
* Resolution 2024-06; a public hearing was set for April 22, 2024, for a petition for vacation of an alley located in Block 11 of Trantum and Schoonover’s Addition. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* Building Permit 2024-09; new chain link fence located at 406 W Fourth Ave was approved upon a motion by Councilmember Lobe, seconded by Councilmember Iverson, motion carried.

CLERK REPORT

Clerk-Treasurer Bohn reported on departmental activities. She said the quarterly newsletter is going out with billing this week. She attended the Washington Municipal Clerks Association conference in Yakima for 3 days. Clerk Bohn applied for a new grant for the town with the possibility of a new outdoor sports court for the town. Interviews for the Deputy Clerk position are set for April 10, 2024. April spring clean-up event is coming up middle of April, the list is growing at the Clerk’s Office for the clean-up event around town.

POLICE REPORT

Police Chief Rose reported on departmental activities. She attended a domestic violence training course. First Line supervisor class has been completed. The National Incident-Based Reporting System (NIBRS) is getting updated with Odessa’s cases as it had not been updated for a few years, so the town can lose out on grants if not updated. Chief Rose reported on the multiple cases she is currently handling.

FIRE REPORT

Fire Chief Walter reported that the air packs for the Fire Department have been tested.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported on departmental activities. He said meters are being read this month for the first time this year. The southeast sewer lift station pump needs to be pulled. The lawn mower is ready to go for the season. The cemetery chapel siding will be repaired by Memorial Day.

COUNCIL REPORT

There was no Council Report.

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

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Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Tuesday, April 22, 2024 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

PUBLIC HEARING

Mayor Pro-Tem Lobe opened the public hearing for petition of vacating the entire alley in block 11 of Trantum and Schoonover’s addition at 7:00 pm. Present were Mayor Pro-Tem Lobe, Councilmember Reyes, Councilmember Kramer, Councilmember Iverson, Councilmember Smith, Clerk/Treasurer Bohn, Public Works Director Greenwalt, Police Chief Rose, Zoning Inspector Knerr, and public citizens. Mayor Crossley was absent.

Discussion was held with no comments or questions offered from the public. Public Hearing meeting closed at 7:04 pm.

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Pro-Tem Lobe called the regular meeting to order at 7:05 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 Pro-Tem Lobe, Councilmember Reyes, Councilmember Kramer, Councilmember Iverson, Councilmember Smith, Clerk/Treasurer Bohn, Public Works Director Greenwalt, Police Chief Rose, Zoning Inspector Knerr, and public citizens. Mayor Crossley was absent.

 ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions.

PUBLIC COMMENTS

There were no public comments.

MAYOR’S REPORT

There was no Mayor’s Report as Mayor Crossley was absent from the meeting.

CONSENT AGENDA ITEMS

* March 26, 2024, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.
* April 22, 2024, regular Council Meeting Minutes were approved upon a motion by Councilmember Reyes, seconded by Councilmember Smith, motion carried.
* The March Financials and Treasurers Report was approved upon a motion by Councilmember Kramer, Seconded by Councilmember Iverson, motion carried.
* April 22, 2024, claim clearing check #12295 – 12313 plus EFT’s totaling $139,514.82, were approved upon a motion by Councilmember Kramer, seconded by Councilmember Iverson, motion carried.

UNFINISHED COUNCIL BUSINESS

The proposed Law Enforcement Levy was discussed in depth, and a special public meeting is set for April 29, 2024, to pass a resolution to move forward getting information onto the ballot before the May 2, 2024, deadline to file. The council will make final decisions at the public meeting on April 29, 2024, at 5:30 pm.

 NEW COUNCIL BUSINESS

* A public hearing date was set for a variance regarding the Odessa Trading Company building permit 2024-10; for a 6-foot fence at the Corner of Alder and 9 W Second Avenue on May 6, 2024, at 5:30 pm. This was approved upon a motion by Councilmember Reyes, seconded by Councilmember Iverson, motion carried.
* Resolution 2024-07; WSDOT Aviation grant for the Wind Cone Replacement Project at the airport was approved upon a motion by Councilmember Iverson, seconded by Councilmember Smith, motion carried.
* Resolution 2024-08; tabled until the special meeting set for April 29, 2024. Motion tabled.
* Ordinance 736 – Vacating entire alley in block 11 Trantum and Schoonover’s addition was approved upon a motion by Councilmember Iverson, seconded by Councilmember Smith, motion carried.
* Ordinance 737 – Adopting Town of Odessa Business Licenses and Regulations was approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.
* Building Permit 2024-11; new roof at 1 N Division was approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.
* The business license service agreement with the Department of Revenue was approved upon a motion by Councilmember Kramer, seconded by Councilmember Iverson, motion carried.

CLERK REPORT

Clerk-Treasurer Bohn reported on departmental activities. Interviews for open positions for Deputy Clerk-Treasurer and Public Works Maintenance are completed. Quarterly reports, April payroll, year-end reports are all being worked on. There were thirteen lifeguard applicants that applied, interviews will be set up in the coming week.

POLICE REPORT

Police Chief Rose reported on departmental activities. Chief Rose brought up the possibility of sharing reserve police officers with the Town of Reardan. She would like to see a Code Enforcement officer possibility in the town. The department is working on updating the NIBRS system.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported on departmental activities. He said they are reading meters, getting ready for Spring Fling event, and doing adjustments to the street sweeper.

COUNCIL REPORT

There was no Council Report.

ADJOURN

With no further business Mayor Pro-Tem Lobe declared the meeting adjourned at 8:05 p.m.

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Landon J. Lobe, Mayor Pro-Tem

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

Special Meeting

Monday, April 29, 2024 – 5:30 p.m.

CALL TO ORDER

Mayor Crossley called the meeting to order at 5:31 p.m. Present were Councilmember Lobe, Councilmember Kramer, Councilmember Smith, Councilmember Iverson, Councilmember Reyes, Clerk-Treasurer Bohn, and Town Attorney Mark DeWulf.

UNFINISHED BUSINESS

* Town Attorney Mark DeWulf went over the Law Enforcement levy lift and the options the town has for the next election for voters to vote for a Law Enforcement tax. The town has never done a levy lift for law enforcement in history. The council discussed in depth the options that were presented before them.
* Resolution 2024-08; A resolution for a levy lid lift for Odessa Police Department was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

With no further business Mayor Crossley declared the meeting adjourned at 6:02 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, May 6, 2024 – 5:30 p.m.

CALL TO ORDER

Mayor Crossley called the meeting to order at 5:33 p.m. Present were Councilmember Lobe, Councilmember Kramer, Councilmember Smith, Councilmember Iverson, Councilmember Reyes, and Clerk-Treasurer Bohn.

UNFINISHED BUSINESS

* Building Permit 2024-10; for new chain link fence was originally brought to the council on April 8, 2024, council meeting. The Odessa Trading Company applied for a 6-foot chain link fence around the perimeter of the premises at 9 W Second Avenue lot and corner of Alder Street for vehicle storage. This was referred to the Planning Commission for further review and approval for a 6-foot height as the town code is 4 feet around the front of the property. The Planning Commission met on April 16, 2024, and discussed this matter. A motion of variance was approved and allowed by the Planning Commission with motion carried of four yes, one no, and one abstention vote.
* Building Permit 2024-10; for a new 6-foot chain link fence was approved with much discussion by Councilmember Kramer, seconded by Councilmember Smith. Councilmember Iverson voted no. The motion carried with four votes yes, and one no.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

With no further business Mayor Crossley declared the meeting adjourned at 5:43 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

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Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Tuesday, May 13, 2024 – 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 Reyes, Councilmember Kramer, Councilmember Iverson, Councilmember Smith, Councilmember Lobe, Clerk/Treasurer Bohn, Public Works Director Greenwalt, Zoning Inspector Knerr, and public citizens.

 ADDITIONS OR DELETIONS TO AGENDA

There was one addition under New Council Business (G) Building Permit 2024-12; new roof at 612 E Amende

PUBLIC COMMENTS

Owner at 405 E First Ave., Ms. Belisle attended the meeting. She received a letter from the town about not being able to live in her RV on her property. She requested to be granted permission to live in her RV for six months. The council discussed and would like to have the code pulled to see what the wording is on residents living in RVs in town. The council tabled this until the next council meeting on June 28th, 2024.

MAYOR’S REPORT

Mayor Crossley reported the extension for Well 3 generator did not go through and a new extension will need to be completed. He said on May 28th the Transportation Improvement Board (TIB) will be hosting a workshop here in Odessa at the Old Town Hall. The Well 3 camera small works project did not receive any bids at this time. The town is looking into a camera setup for around town at different locations and is going to receive a quote from Nicolas who does the IT setup for Odessa Trading Company and Wilson Creek Schools. That will be coming in the days ahead.

CONSENT AGENDA ITEMS

* April 22, 2024, regular Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* April 29, 2024, special Council Meeting Minutes were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* May 13, 2024, claim clearing check #12314 – 12315 and 12336-12367 plus EFT’s totaling $71,473.73, were approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.
* Voided check #’s 12270, 12330, 12331 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.

UNFINISHED COUNCIL BUSINESS

The owners at 102 May Ave W Lot #2, K&B Trailer Court had submitted a letter last month requesting to have the sewer fees taken off for the second lot that is billed a second monthly sewer charge. The owners Mr. & Mrs. Kolterman stated they have zero plans to ever use the second sewer hookup. The council was not aware at the time that the sewer line feeds two properties and thought they could disconnect the entire sewer line all together. The line provides sewer stubs to two different lots. The owners agreed to glue a lid cover permanently to the one line that they will not be using. The council discussed and agreed to drop the sewer charges down to only one connection. Public Works director Gerald Greenwalt will make sure this is completed. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.

 NEW COUNCIL BUSINESS

* Old Town Hall Restoration (OTHRS) member Mr. Paul Scheller attended the meeting. He gave updates on current things happening at the Old Town Hall. They received a quote for $24,000 for rain gutters for the building. He said they are looking into a grant for replacing the plumbing. He asked about the upstairs again on having it re-done for the Masons club to utilize. The council worries about the expense it would be to get it to the point that it would be used again.
* The garbage company Consolidated Disposal Services (CDSI) who the town contracts with sent their first Amendment of a Biannual CPI rate increase. This was approved upon a motion by Councilmember Reyes, seconded by Councilmember Lobe, motion carried.
* The 2024 Town-Wide Sealing and Repair Patching project will be awarded to Central Paving LLC for the lowest responsive bidder at $117,481.90 pending the Transportation Improvement Board (TIB) award approval letter. This was approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.
* Approval of $10,870.00 from the street fund cumulative reserve for the purchase of a snowplow from the City of Kennewick was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.
* Building Permit 2024-13; new metal roof at 501 S First Street was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.
* Building Permit 2024-14; chain link fence at 203 S Alder Street was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.
* Building Permit 2024-12; new roof at 612 E Amende Drive was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.

CLERK REPORT

Clerk-Treasurer Bohn reported on departmental activities. Training has been in full force with the new Deputy Clerk that was hired. All the pool lifeguard training has been set up with Moses Lake for the coming weeks. She said the interest at the bank is very low compared to the Government Investment Pool and would like to start using the LGIP (government) account as the town’s main used account. The big year-end report is being worked on and is due May 30, 2024.

POLICE REPORT

There was no Police Report.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported on departmental activities. He said the new Public Works employee is out using the street sweeper. The department is spraying at the cemetery in the coming days. The department is staying plenty busy.

COUNCIL REPORT

There was no Council Report.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:48 p.m.

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William F Crossley, Mayor

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

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Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, May 28, 2024 – 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 Reyes, Councilmember Smith, Councilmember Iverson, Clerk/Treasurer Bohn, Public Works Director Greenwalt, Fire Chief Walter, Zoning Inspector Knerr and public citizens. Police Chief Rose, Council member Kramer, and Councilmember Iverson were absent.

ADDITIONS OR DELETIONS TO AGENDA

There were two deletions under consent agenda, items (A) Regular council meeting minutes of May 13, 2024, and (D) April Financials and Treasurer’s Report.

PUBLIC COMMENTS

There were no public comments.

MAYOR’S REPORT

Mayor Crossley reported he attended the Lift Station meeting. He also spoke about the Lincoln County solid waste update.

CONSENT AGENDA ITEMS

* May 2024 payroll claim voucher #12333-12335, 12369-12385 plus EFT’s totaling $49,333.60 were approved upon a motion by Councilmember Ivreson, seconded by Councilmember Kramer, motion carried.
* May 28, 2024, claim clearing checks #12386-12401 totaling $300,712.74 were approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

UNFINISHED COUNCIL BUSINESS

Owner at 405 E First Avenue, Ms. Belisle attended the meeting. She said she has multiple issues with her property including plumbing and electrical problems. She would like to live in her RV full time at her residence. Councilmember Smith said this has been an ongoing issue at this residence and even prior to him getting on council. He said they look at every situation on a case-by-case basis. Councilmember Lobe asked what her plan was for repairs so she can move forward with moving back into her home as it does not seem to be an emergency to her any longer. He said it has been going on for over a year. Ms. Belise said she has a contractor who will be out to look. The council said for her to bring in the repair schedule and contractor information at the next council meeting. This was tabled until the next council meeting on June 10, 2024

NEW COUNCIL BUSINESS

* The official award letter came in from the Transportation Improvement Board (TIB) to award the final 2024 Maintenance Project TIB#2-E-872(004)-1 to Central Paving LLC in the amount of $117,482. This was approved by Councilmember Reyes, seconded by Councilmember Lobe, motion carried.
* The council awarded the Well 3 Video Inspection project to Irrigators Inc in the amount of $52,142.40. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* Building Permit 2024-15; roof repairs at 04 ½ S Fourth Street was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.
* Building Permit 2024-16; new roof at 406 E Marjorie Avenue was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. The end of the year report is due to the auditor’s office May 30, 2024. The Law Enforcement Levy flyers went out in the mail this last week along with utility billing. Pool registration cards went out with utility bills in the mail. Lifeguard training is going on this week in Moses Lake. She attended the TIB workshop that was in Odessa at the Town Hall. The town submitted a grant application to the FAA for funding for the windsock replacement at the airport.

POLICE REPORT

Police Chief Rose reported on departmental activities. She said the town of Reardan is willing to share their reserve officers with the town of Odessa. Chief Rose will be helping with Mule Days up in Reardan WA. There are lots of burglary issues going on in town along with a bunch of other criminal activities.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported on departmental activities. They have been working on the cemetery and had a water meter break. Tables have been placed out at the park and there is an irrigation valve at the park that is broken. The department has been steadily working at the pool to get it ready for opening in June.

COUNCIL REPORT

Councilmember Iverson gave an update on the court abatement process at 111 E Third Ave, Ms. Cecil Heimbigner’s property cleanup. It has been continued by the judge for two more weeks out.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:42 p.m.

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William F. Crossley, Mayor

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

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Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, June 10, 2024 – 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 Lobe, Councilmember Kramer, Councilmember Iverson, Councilmember Smith, Clerk/Treasurer Bohn, Police Chief Rose, Fire Chief Walter, Public Works Director Greenwalt, Zoning Inspector Knerr and public citizens. Councilmember Reyes was absent.

ADDITIONS OR DELETIONS TO AGENDA

There were two deletions under Consent Agenda A. Regular Council meeting minutes of May 13,2024 and B. Regular Council meeting minutes of May 27, 2024.

PUBLIC COMMENTS

Odessa Metropolitan Park District board member Michelle Dechand attended the meeting and thanked everyone for their hard work in getting the pool and going for the season. She would also like to get the work for the pool bathrooms onto the small works roster for bids.

MAYOR’S REPORT

Mayor Crossley reminded all that the law enforcement levy open public meeting will be this next week on June 18, 2024, at the Old Town Hall. Final contracts were sent out for Irrigators and Central Paving for the Video Well Job and the 2024 town crack sealing project. Two nuisance letters, six new yard letters, and one new letter went out for someone living in their trailer on their property. There is a meeting tomorrow for the lift station project. The pool will be open seven days a week this season and two new pool managers will be hired.

CONSENT AGENDA ITEMS

* April and May 2024 Financials and Treasurer’s Report were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* June 10, 2024, Claims Clearing checks #12402 – 12419 for $95,313.95 were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

UNFINISHED COUNCIL BUSINESS

Resident at 405 E First Avenue, Ms. Ley Ann Belisle came to the meeting and gave an update on where she is in the process of moving back into her home and out of her trailer she has been living in illegally. She said a pipe was fixed but the house is overrun by rodents. The council is not approving any more extensions on this matter at this property as it has been going on for over a year. They told her to move her trailer to an RV Park or get her house completed to move back into by July 10, 2024. Ms. Belisle got upset, stood up and left the meeting stating the town can issue a ticket or take her to court because she doesn’t care.

NEW COUNCIL BUSINESS

* Old Town Hall Restoration (OTHRS) member Paul Scheller attended the meeting. He asked about the electrical upstairs and continuing with getting it repaired for public use. The council decided this is way too much investment and work to pursue. The town is not interested in having the Masons use the upstairs for their meetings currently.
* Council gave Mayor Crossley authorization to be the representative for grant 3-53-0040-015-2024 for the Odessa Municipal Airport development grant for a new windsock. This was approved upon a motion by councilmember Lobe, seconded by councilmember Smith, motion carried.
* The request to have Christine Luiten added as a signer on the Wheatland/Glacier Bank account and to remove ex-employee Kellie Reyes as a signer was approved upon a motion by councilmember Iverson, seconded by councilmember Lobe, motion carried.
* The Go Odessa Recreation leader Ms. Kaylene James wrote a request to use the Old Town Hall for summer recreation Martial Arts Classes for a one-time rental fee of one day use but use it for eight Monday sessions over the summer. This was approved upon a motion by councilmember Smith, seconded by councilmember Kramer, motion carried.
* Public Hearing was set for the Six Year Transportation Improvement Plan on June 24, 2024, this was approved upon a motion by councilmember Iverson, seconded by councilmember Lobe, motion carried.
* Resolution 2024-09 for yard clean ups was approved upon a motion by councilmember Kramer, seconded by councilmember Smith, motion carried.
* Building Permit 2024-17; new roof at 805 E Third Avenue was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.
* Building Permit 2024-18; roof repair at 07 W Second Avenue was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.
* Building Permit 2024-19; fence repair at 305 E First Avenue was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. The year end report was submitted to the auditor’s office. The due date was May 30, 2024. She attended the meeting with the architect and engineer for closure of the Community Center Grant. Updates were given about the pool and lifeguard classes. The policy levy newsletter went out in the mail.

POLICE REPORT

Police Chief Rose reported on departmental activities. The department is working on updating the NIBRS system. Much-needed shredding is taking place with old documents that are not needed in the police office. She attended a school threat system assessment. Chief Rose spoke about acquiring the town of Reardan reserves and for Odessa to be able to utilize part time and share with Reardan.

FIRE REPORT

Fire Chief Walter reported on departmental activities. The department is gearing up for the 4th of July annual Barbeque.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported on departmental activities. The pool is getting ready for opening and the pool inspection is scheduled this week. Pothole repairs are starting around town.

COUNCIL REPORT

There was no Council Report.

 ADJOURN

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

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William F. Crossley, Mayor

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

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Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, June 24, 2024 – 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 Reyes, Councilmember Lobe, Councilmember Kramer, Councilmember Iverson, Councilmember Smith, Clerk/Treasurer Bohn, Public Works Director Greenwalt, Zoning Inspector Knerr and public citizens.

ADDITIONS OR DELETIONS TO AGENDA

* There was one addition under New Council Business (E) Resolution 2024-11; yard clean up.
* There was one deletion under Consent Agenda (C) Regular Council minutes of June 10, 2024.

PUBLIC COMMENTS

There were no public comments.

MAYOR’S REPORT

Mayor Crossley announced that the Well 3 video project was going to have the camera sent down the well this coming Wednesday at 9 am. Three weed letters went out in the mail and one nuisance ticket was issued. Two abatements on properties are in the court’s hands now.

CONSENT AGENDA ITEMS

* Regular council meeting minutes from May 13, 2024, and May 27, 2024, were approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.
* June 24, 2024, Claims Clearing checks #12423 – 12442 for $452,153.81 plus EFT’s were approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.
* Voided check #12390 for 11,600 was approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.

UNFINISHED COUNCIL BUSINESS

There was no unfinished council business.

NEW COUNCIL BUSINESS

* Power of Attorney for address at 307 E Third Ave, Mr. Daniel Saldenaro attended the meeting. He asked for some grace in all the late fees on the property that have accrued. The owner is in jail and the house flooded and is now full of mold. He discussed the house as a complete disaster with thousands of dollars in damage due to the pipe that ruptured in the home over the winter and mold that has settled in the house. The council discussed this and agreed to waive $374.79 which is late fees and his sewer usage as the house is empty and has been since before winter. This was approved upon a motion by Councilmember Smith, seconded by Councilmember Kramer. Councilmember Iverson recused herself as the owner of the home is her client. Motion carried with four voting in favor.
* The town’s engineering firm Century West Engineering representative - Mr. Matt Morkert attended the meeting. He gave an update on the sewer lift station project to the council. He said the job is halfway completed and going well. He said the construction needs about twenty more days added to the contract.
* Resolution 2024-10; Town of Odessa Six Year Transportation Improvement Plan (STIP) was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.
* Building Permit 2024-20; new roof at 302-306 S First Street was approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.
* Resolution 2024-11; Yard Clean up was approved upon a motion by Councilmember Iverson, seconded by Councilmember Lobe, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She attended the police levy meeting. The pre-pool lifeguard meeting took place, along with hiring two part time managers for the office at the pool. A grant to the FAA was submitted and in return the town received $88,000 in funding for the Windsock project. Training for the business license program is ongoing. The quarterly newsletter is going out with utility bills this week.

POLICE REPORT

There was no Police Report.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported on departmental activities. The electricians moved the generator from the hospital to the Community Center this week. The department is reading water meters this week. Lots of weed whacking is going on at the park and cemetery. The project at well 3 is finished pulling up the shaft today and will be dropping the camera down into the well on Wednesday at 9 am.

COUNCIL REPORT

Councilmember Kramer asked if fire pits and fireworks are allowed with the burn ban going on. She was referred to the fire chief for answers.

 ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 8:03 p.m.

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William F. Crossley, Mayor

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

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Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, July 8, 2024 – 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 Reyes, Councilmember Lobe, Councilmember Kramer, Councilmember Smith, Clerk/Treasurer Bohn, Public Works Director Greenwalt, Police Chief Rose, Zoning Inspector Knerr and public citizens. Councilmember Iverson was absent.

ADDITIONS OR DELETIONS TO AGENDA

There were two deletions under Consent Agenda (B) Regular Council Minutes of June 24, 2024, and (E) June 2024 Financials and Treasurer’s Report.

PUBLIC COMMENTS

There were no public comments.

MAYOR’S REPORT

Mayor Crossley announced that Central Paving started today July 8, 2024, on the patching and crack sealing job throughout town. The weekly lift station project will be tomorrow July 9, 2024, at noon. Two more town nuisance letters went out in the mail to residents. There was an all-staff pool meeting today.

CONSENT AGENDA ITEMS

* Regular council meeting minutes from June 10, 2024, were approved upon a motion by Councilmember Smith, seconded by Councilmember Lobe, motion carried.
* July 8, 2024, Claims Clearing checks #12472 – 12486 plus EFT’s totaling $44,643.14 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.
* June 2024 Payroll checks #12420 – 12422, 12443-12470 totaling $63,981.26 were approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.
* Voided check #12354 for $315.00 and check #12390 for 11,600 was approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.

UNFINISHED COUNCIL BUSINESS

There was no unfinished council business.

NEW COUNCIL BUSINESS

* Century West Engineering submitted a change order for the Town of Odessa Well #3 Video Inspection job. The change order is for an additional $44,445.00 to include the Aquafreed CO2 Treatment. The original contract was for $52,142.40. With the new added amount of $44,445.00 the contract amount would total $144,601.44. This was discussed by the council and approved upon a motion by Councilmember Reyes, seconded by Councilmember Lobe, motion carried.
* Century West Engineering submitted a Consulting Services agreement for the Wind Cone Replacement Project Phase 1 Design for the airport in the amount of $90,247.38 for their cost to administer services for this project. This was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* Building Permit 2024-21; new vinyl fence at 505 E Second Avenue was approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She announced that the Department of Commerce Small Business grant was closed, and a completion letter will be issued this next week. Papers were submitted to the Washington Department of Transportation for closure of the highway for Deutschesfest parade. Utility billing was sent out with the quarterly newsletter.

POLICE REPORT

Chief Rose reported on department activities. Lots of shredding is going on in the department with old records that are not needed. The bike and helmet safety event went well. Many records are being uploaded to electronic records in the department. Chief Rose will be having a meeting with the Town of Reardan’s Police Chief regarding the police department reserve officer program. She plans to attend the mental health days as an advocate.

FIRE REPORT

Fire Chief Walter was absent, but Mayor Crossley said the fire department is hoping to flush hydrants on July 18 at 5:00 pm.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported on departmental activities. The cemetery and parks are both having sprinkler issues currently. The new snowplow truck was picked up from City of Kennewick and brought to Odessa. He attended the staff meeting at the pool today regarding issues at the pool facility. There is a Department of Ecology meeting tomorrow July 9, 2024, for water. The street sweeper is up and running again after being broke down.

COUNCIL REPORT

There was no Council Report.

 ADJOURN

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

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William F. Crossley, Mayor

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

Odessa Town Council Minutes

Special Meeting

Tuesday, July 16, 2024 – 7:00 p.m.

CALL TO ORDER

Mayor Crossley called the meeting to order at 7:00 p.m. Present were Councilmember Lobe, Councilmember Kramer, Councilmember Smith, Councilmember Iverson, Councilmember Reyes, Clerk-Treasurer Bohn, Police Chief Rose, and public citizens.

NEW COUNCIL BUSINESS

The Town of Reardan Police Chief Mike Suniga spoke with council in depth and talked about a couple of ideas for the council to think about regarding shortage of the police officers here in Odessa. Having Police Reserves or sharing a part-time officer with our town were two options that were discussed in the meeting. The council asked questions and were in favor of the ideas that were brought forward.

The Town of Reardan is going to work on a contract for the Town of Odessa to discuss. This will be voted on once the fine details are worked out and the contract is drawn up. No action was taken at this public meeting.

ADJOURNMENT

With no further business Mayor Crossley declared the meeting adjourned at 7:47 p.m.

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Mayor William F. Crossley

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

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Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, July 22, 2024 – 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 7:08 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 Councilmember Reyes, Councilmember Kramer, Councilmember Iverson, Clerk/Treasurer Bohn, Public Works Director Greenwalt, and public citizens. Councilmember Lobe and Councilmember Smith were absent.

ADDITIONS OR DELETIONS TO AGENDA

* There was one addition under New Council Business (D) Resolution 2024-13 – Yard Cleanup
* There was one deletion under Consent Agenda (B) July 8, 2024, regular council minutes.

PUBLIC COMMENTS

There were no public comments.

MAYOR’S REPORT

Mayor Crossley announced that the lift station project has been suspended until further notice due to back ordered electrical parts the contractor is waiting for. Eight more noxious weed letters were sent out in the mail. The Well #3 project will hopefully wrap up and be completed this week.

CONSENT AGENDA ITEMS

* Regular council meeting minutes from June 24, 2024, were approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.
* Special council meeting minutes from July 16, 2024, were approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.
* July 22, 2024, claim checks #12490 – 12506 plus EFT’s totaling $165,404.03 were approved upon a motion by Councilmember Reyes, seconded by Councilmember Iverson, motion carried.
* June 2024 Financials and Treasurer’s Report were approved upon a motion by Councilmember Reyes, seconded by Councilmember Iverson, motion carried.

UNFINISHED COUNCIL BUSINESS

There was no unfinished council business.

NEW COUNCIL BUSINESS

* Century West Engineering submitted an amendment to the Well #3 Video Inspection Project for their extra time spent on this project. The amendment is for an extra $3,300 additional funds to be paid to Century West. This was discussed and approved upon a motion by Councilmember Kramer, seconded by Councilmember Reyes, motion carried.
* Resolution 2024-12; Law Enforcement Excess Levy was approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.
* Building permit 2024-22; new chain link fence at 411 E First Avenue was approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.
* Resolution 2024-13; Yard Cleanup for addresses at 502 E Second Ave and 518 S Alder Street was approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

CLERK REPORT

Clerk Treasurer Bohn reported on departmental activities. She announced the SBI grant with Department of Commerce for the Community Center is officially closed out. The Clerk’s office starts training with the Department of Revenue on Business licensing. General Code is now live online with our updated Town of Odessa Municipal Code. Records retention and destruction logs are being implemented into the department for all old records of the town. The office assistant that was in the Clerk’s office went over to the police department full-time to work.

POLICE REPORT

There was no Police Report.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported on departmental activities. There was a water leak at the golf course that has been fixed. Two children were kicked out for the rest of the season at the pool. The 2024 Patching and crack sealing project is completed. Central Paving is coming back on August 8, 2024, to finish crack sealing. The town underestimated how much linear feet of crack sealing needed to be done. The lift station project has been put on hold until further notice.

COUNCIL REPORT

Councilmember Iverson asked for an update about active abatement properties in town. Councilmember Reyes asked if a new office staff member will be hired in the Clerk’s office as the other office assistant went to the police department full time. Mayor Crossley said there will be no new hires at this time.

 ADJOURN

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

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William F. Crossley, Mayor

ATTEST:

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Meri Jane Bohn, Clerk-Treasurer

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Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, August 12, 2024 – 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 Reyes, Councilmember Lobe, Councilmember Kramer, Councilmember Iverson, Councilmember Smith, Police Chief Rose, Clerk/Treasurer Meri Jane Bohn, Public Works Director Greenwalt, Zoning Inspector Knerr and public citizens.

ADDITIONS OR DELETIONS TO AGENDA

* There were no additions or deletions to the agenda.

PUBLIC COMMENTS

Lincoln County Commissioner Jo Gilchrist spoke on the broadband infrastructure. Also mentioned the decline of the aquifer.

MAYOR’S REPORT

Mayor Crossley announced well #3 was back online. Fill station still delayed 4 weeks. Crack sealing/TIB grant is finished.

CONSENT AGENDA ITEMS

* Regular council meeting minutes from July 8, 2024 and July 22, 2024 were approved upon a motion by Councilmember Smith, seconded by Councilmember Lobe, motion carried.
* August 12 2024 Claims Clearing checks #12540 – 12563 for $262077.43 plus EFT’s and July 2024 Payroll checks #12487-12489, 12507-12533 for $73,545.26 plus EFT’s and July 2024 Financials and Treasurer’s Report were approved upon a motion by Councilmember Kramer, seconded by Councilmember Iverson, motion carried.

UNFINISHED COUNCIL BUSINESS

There was no unfinished council business.

NEW COUNCIL BUSINESS

* Building Permit 2024-23; addition to last permit-extend new fence to sidewalk at 411 E First Ave was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.
* Building Permit 2024-24; new fence at 301 N Division Street was approved upon a motion by Councilmember Lobe, seconded by Councilmember Kramer, motion carried.

CLERK REPORT

Clerk/Treasurer Meri Jane Bohn reported on departmental activities. She reported that all 31 STIP projects

with DOT were updated. Two TIB grants next year for 2025 Seal Coat project – 4th Ave Bike & Ped connection. Closing Out well #3 video inspection project. Tree trimmers will be here Aug 20th or 21st HP Tree Service. Library shelving will be here Tue or Wed for install. Scanning of files continues.

POLICE REPORT

Police Chief Rose reported on departmental activities. Bike Safety class, outreach in the community and continuing to work on many cases. Five records requests this month. Paper records are getting destroyed per records retention. Discussion on police reserves, a station facelift and Spielman program with Lincoln County.

FIRE REPORT

There was no Fire Department report.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported on departmental activities. Well #3 ready to go online. A propane tank was stolen during the power outage during the weekend. The town pool closes on Aug 18th. Painting of school crosswalks is coming up soon.

COUNCIL REPORT

There was no Council Report.

ADJOURN

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

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William F. Crossley, Mayor

ATTEST:

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Amy Hardung, Police Clerk

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Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, August 26, 2024 – 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 Reyes, Councilmember Kramer, Councilmember Iverson, Councilmember Smith, Police Chief Rose, Police Clerk Hardung, Public Works Director Greenwalt, Zoning Inspector Knerr and public citizens. Absent was Councilmember Lobe.

ADDITIONS OR DELETIONS TO AGENDA

* There were two deletions under Consent Agenda, (A) Regular Council Minutes of August 12, 2024 and (C) August 2024 Financials and Treasurer’s Report

PUBLIC COMMENTS

Resident Jeff Schibel of the “Lincoln County Conservation District” addressed the council about a “WaterSmart” program and a “ZeroScope” program that could help alleviate costs of water bills with hope to improve the look of the browning yards in the Town of Odessa. There is a Cost-share/Buy-in for the town. The council was interested in learning more information on this.

Resident residing at 502 E 2nd Ave, Mr. Joseph Jolly was present at the meeting and had questions about an invoice he received from the Town of Odessa for weed clean up. He stated that he was not informed about the clean-up and that not enough work was done to warrant the cost of the bill. He also stated that he believed there is a code 1.12.010 that states he should have been notified 24hrs in advance. Mayor Bill Crossley spoke to the fact that the resident had received a letter two months ago, and that was far more time than is usually allowed for residents to handle clean up on their own. Public comment allowed time expired and the Mayor asked Mr. Jolly to call the clerk’s office and get on the agenda for the next council meeting if he wishes to contest the bill further.

Resident residing at address 303 S Alder Street, Mr. Mark Allen was present at the meeting and asked for some grace for an extra two weeks to get his nuisance complaint from the town cleaned up. The council and mayor agreed to give Mr. Allen two additional weeks to get his property cleaned up.

MAYOR’S REPORT

Mayor Crossley announced that it is budget time, and we need to start the process. A budget meeting was set for Sept. 16th at 5pm in the library. Also, Librarian Julie Jantz has been actively re-organizing the library after the new bookshelves were installed this month.

CONSENT AGENDA ITEMS

* August 2024 Payroll checks #12564-12488 for $59,159.17 plus EFTs and August 26, 2024, Claims Clearing checks #12590 – 12602 for $11,732.15 plus EFT’s were approved upon a motion by

Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

UNFINISHED COUNCIL BUSINESS

There was no unfinished council business.

NEW COUNCIL BUSINESS

* Interlocal Agreement for Lincoln County Comprehensive Solid Waste Management Plan. This was approved upon a motion by Councilmember Reyes, seconded by Councilmember Smith, motion carried.
* Lincoln County Comprehensive Emergency Management Plan (CEMP). This was approved upon a motion by Councilmember Reyes, seconded by Councilmember Iverson, motion carried.
* Building Permit 2024-25; new roof at 211 E Third Ave., (address amended from agenda) was approved upon a motion by Councilmember Kramer, seconded by Councilmember Smith, motion carried.
* A Resignation Letter from Meri Jane Bohn was received by each council member.
* Request to add Christine Luiten and Amy Hardung as a signer at Wheatland Bank and remove Meri Jane Bohn as a signer along with closing the Meri Jane Bohn VISA credit card was approved upon a motion by Councilmember Iverson, seconded by Councilmember Smith, motion carried.
* Request opening a VISA credit card in Christine Luiten’s name for office use and Gerald Greenwalt for Public Works use was approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.

CLERK REPORT

Police Clerk Hardung reported on departmental activities. She reported on keeping up on the clerk’s office duties along with Deputy Clerk Luiten. Preparing for the September budget and any other duties that need attended to.

POLICE REPORT

Police Chief Rose reported on departmental activities. Community outreach by visiting businesses or residents has and will be continued. Attended the Lincoln County Fair to reach out to job seekers as the police department continues to search for a new officer. Work continues on multiple police cases. Scooter laws addressed and what can be done for safety. The department is looking into scooter laws in other cities as well. Police Clerk Hardung added they are looking into what type of laws would apply to Odessa, possibly laws similar to the golf cart laws we have already.

FIRE REPORT

Fire Chief Walter was not in attendance but submitted a report via the Mayor. He reported that the fire trucks had been inspected.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported on departmental activities. The sewer lift station project is 3-4 weeks behind. Storage for the new electronics was discussed. The new storage will help protect the electronics from sun damage and wear and tear. The new technology will help with response times and problem detection. Painting of the crosswalks for the school is coming up and will be completed soon.

COUNCIL REPORT

There was no Council Report.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:47 p.m.

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William F. Crossley, Mayor

ATTEST:

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Amy Hardung, Police Clerk

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Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, September 9, 2024 – 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 Reyes, Councilmember Kramer, Councilmember Iverson, Councilmember Lobe, Police Clerk Hardung, Fire Chief Stephen Walter, Public Works Director Greenwalt, Zoning Inspector Knerr and public citizens. Absent was Councilmember Smith.

ADDITIONS OR DELETIONS TO AGENDA

* There were no additions or deletions to the agenda.

PUBLIC COMMENTS

Resident Lynn Schmidt reported that there are a number of street lights out in town. Among those listed were Leffel, Otis, Warwick, near 308 S. Alder St. and 3-4 near St. Joseph Parish. Avista will be contacted as there is no longer a local representative.

Resident Ruth Paszkeicz questioned the salary of the Clerk-Treasurer position. She stated that Odessa has a higher pay rate than other neighboring towns. Mayor Crossley explained that there are many different facets to setting the salary rate.

Resident Mary Buck inquired about the high prices of the water bills and the high tax rate. Police Clerk Amy Hardung stated she would look into if it’s the county or the city that sets the rate. Mayor Crossley stated that the price of grinder pumps has doubled along with maintenance costs.

Mary also reported a possible leak across from her at 13 E. 5th Ave. Public works director Gerald Greenwalt is looking into it.

MAYOR’S REPORT

Mayor Crossley announced that there is a budget meeting on September 16th at 5:00. It was stated that Amy Hardung will attend the budget meetings until a Clerk-Treasurer is hired and Chris Luiten will attend the monthly council meetings. The abatement on Cecil Heimbigner’s property is complete and the abatement on the Jim Boss property has been court approved.

CONSENT AGENDA ITEMS

* September 9, 2024, Claim Clearing checks were approved upon a motion by Councilmember Iverson and seconded by councilmember Kramer, motion carried.
* August 12, 2024 council meeting minutes were approved upon a motion by Councilmember Iverson and seconded by Councilmember Lobe, motion carried.
* August 26, 2024 council meeting minutes were approved upon a motion by Councilmember Reyes and seconded by Councilmember Kramer, motion carried.

UNFINISHED COUNCIL BUSINESS

There was no unfinished council business.

NEW COUNCIL BUSINESS

* Chief Mike Suniga from the Reardan Police Department introduced Officer Foust, the potential candidate to share police duties with Reardan and Odessa.
* Adding Christine Luiten and Amy Hardung as signers at WA Fed Bank and removing Brent Dell and Meri Jane Bohn on the account was approved upon a motion by Councilmember Reyes and seconded by Councilmember Kramer, motion carried
* An estimate for the Sewer Lift Station provided by Matt Morkert from Century West Engineering was approved upon a motion by Councilmember Lobe and seconded by Councilmember Iverson, motion carried
* The Building Maintenance Agreement for Trenidee Zyph was approved upon a motion by Councilmember Reyes and seconded by Councilmember Lobe, motion carried
* Resident Joseph Jolly of 502 E. 2nd Ave. was on the agenda but did not attend the meeting
* Building permit 2024-27 for a new roof at 208 E. Marjorie was approved upon a motion by Councilmember Lobe and seconded by Councilmember Kramer, motion carried

CLERK REPORT

Police Clerk Hardung reported working on the 2025 budget and upcoming audit along with the clerk’s office duties alongside Deputy Clerk Luiten.

POLICE REPORT

Police Clerk Amy Hardung reported on starting the Clear program which is an investigative solution which assists in quickly accessing police information. She also stated that the contract for Officer Foust is still being worked on.

FIRE REPORT

Fire Chief Walter reported there have only been a couple of small fires this season. Fire trucks have been inspected. Also, the Odessa Volunteer Firemen will be spraying down the sidewalks downtown from 1st Street to Birch on Monday, September 16th starting at 5:00.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported the switch over from the old lift station to the new will be happening next week. Clean up for Deutschesfest has been in the works.

COUNCIL REPORT

There was no Council Report.

ADJOURN

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

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William F. Crossley, Mayor

ATTEST:

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Amy Hardung, Police Clerk

Odessa Town Council Minutes

Special Meeting

Thursday, Sept 12, 2024 – 5:00 p.m.

CALL TO ORDER

Mayor Crossley called the meeting to order at 5:05 p.m. Present were Councilmember Lobe, Councilmember Kramer, Councilmember Iverson, Councilmember Reyes, City Attorney DeWulf, Deputy Clerk Luiten and Police Clerk Hardung. Councilmember Smith was absent.

UNFINISHED BUSINESS

* Law Enforcement, reserve officer contract discussion. Insurance for the police vehicle to be used for the new reserve officer was discussed, along with options of other transportation ideas such as the town Tahoe vehicle. Mileage costs for the patrol car, fees for repair and maintenance along with travel time and equipment exchange time were discussed among all council members. Attorney DeWulf went line by line of the contract, and if any questions arose, they were discussed and suggestions made for possible re-writes of the contract. Attorney Dewulf plans to discuss all suggested changes with the Police Chief of Reardan Mike Suniga.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

With no further business Mayor Crossley declared the meeting adjourned at 5:44 p.m.

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Mayor William F. Crossley

ATTEST:

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Amy Hardung, Police Clerk

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**SPECIAL COUNCIL MEETING AGENDA**

Monday, September 16, 2024 ­­– 5:00 PM - Library - 21 E First Ave, Odessa, WA

1. CALL TO ORDER
2. UNFINISHED BUSINESS
3. Budget information and preparation – 2025 Budget
4. ADJOURNMENT

A logo with text and a bunch of wheat

Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, September 23, 2024 – 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 Reyes, Councilmember Kramer, Councilmember Iverson, Councilmember Lobe, and one public citizen. Absent was Councilmember Smith.

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 announced that the sewer lift station will be done this week. There will be a walk through on Monday, September 30th at 10:00 a.m.

CONSENT AGENDA ITEMS

* September 23, 2024, Claim Clearing checks were approved upon a motion by Councilmember Lobe and seconded by councilmember Kramer, motion carried.
* September 9, 2024 council meeting minutes, September 12 special meeting minutes and September 16 special meeting minutes were approved upon a motion by Councilmember Lobe and seconded by Councilmember Iverson, motion carried.

UNFINISHED COUNCIL BUSINESS

The next budget meeting is October 1st at 5:00 p.m.

NEW COUNCIL BUSINESS

* The signing of the Interlocal Agreement for Lincoln County Comprehensive Solid Waste Management Plan was approved upon a motion by Councilmember Iverson and seconded by Councilmember Reyes, motion carried.
* Building Permit 2024-28; New Fence at 401 E. 3rd Ave., Building Permit 2024-29; Lean to Roof at 108 E. Marjorie Ave., Building Permit 2024-30; New Roof at 1106 E. Dobson Rd., Building Permit 2024-31; New Garage Roof at 305 E. 1st Ave., Building Permit 2024-32; New Roof at 5 W. 6th Ave. was approved upon a motion by Councilmember Lobe and seconded by Councilmember Kramer, motion carried.
* Resident Kaylene James did not attend. Councilmembers will table the issue of her late fees until the next council meeting.

CLERK REPORT

Deputy Clerk, Chris Luiten reported that her and Police Clerk, Amy Hardung are working on a couple of grant closures, finalizing reports with the department of retirement, preparing for the audit and working on the budget.

POLICE REPORT

There was no police report

FIRE REPORT

There was no fire report

PUBLIC WORKS REPORT

Public Works Director Greenwalt did not attend the meeting but reported to Mayor Crossley that the sewer station alarm continues to go off. He stated that Calvert will be here to repair next week.

COUNCIL REPORT

There was no Council Report.

ADJOURN

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

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William F. Crossley, Mayor

ATTEST:

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Chris Luiten, Deputy Clerk

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**SPECIAL COUNCIL MEETING AGENDA**

Tuesday Oct 1, 2024 ­­– 5:00 PM - Library - 21 E First Ave, Odessa, WA

1. CALL TO ORDER
2. UNFINISHED BUSINESS
3. Police Reserve Contract Approval
4. Budget information and preparation – 2025 Budget Continued
5. ADJOURNMENT

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**SPECIAL COUNCIL MEETING AGENDA**

Friday Oct 4, 2024 ­­– 4:15 PM - Library - 21 E First Ave, Odessa, WA

1. CALL TO ORDER
2. UNFINISHED BUSINESS
3. Police Reserve Contract Approval - Final
4. ADJOURNMENT

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Description automatically generated **TOWN OF ODESSA**

**SPECIAL COUNCIL MEETING AGENDA**

Tuesday Oct 8, 2024 ­­– 5:00 PM - Library - 21 E First Ave, Odessa, WA

1. CALL TO ORDER
2. UNFINISHED BUSINESS
3. Budget information and preparation – 2025 Budget Continued
4. ADJOURNMENT

A logo with text and a bunch of wheat

Description automatically generated**TOWN OF ODESSA**

**REGULAR COUNCIL MEETING MINUTES**

Monday, October 14, 2024 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

REGULAR COUNCIL 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 Kramer, Councilmember Iverson, Councilmember Lobe, Public Works Director Greenwalt, and public citizens. Absent was Councilmember Smith and Councilmember Reyes

ADDITIONS OR DELETIONS TO AGENDA

* There were no additions or deletions to the agenda.

PUBLIC COMMENTS

Resident Lynn Schmidt discussed the town trees and the concern of the roots raising the sidewalks.

MAYOR’S REPORT

Mayor Crossley announced the date for the next budget meeting is October 21st at 5:00 p.m. He stated the lift station has been completed, and the cost of Well #4 has increased to $487, 000. He reported that Jamie Nelson has been hired as the new Clerk-Treasurer with a start date of October 28th.

CONSENT AGENDA ITEMS

* October 14, 2024, Claim Clearing checks and September Payroll were approved upon a motion by Councilmember Iverson and seconded by councilmember Kramer, motion carried.
* September 23, 2024 council meeting minutes, October 1st special meeting minutes, October 4th special meeting minutes and October 8th special meeting minutes were approved upon a motion by Councilmember Lobe and seconded by Councilmember Iverson, motion carried.
* August and September Financial and Treasurer Reports were approved upon a motion by Councilmember Iverson and seconded by Councilmember Lober, motion carried.

UNFINISHED COUNCIL BUSINESS

Resident at 305 S. 2nd St. stated there was a breakdown in communication with the Clerk, therefore, requested her shut off notice fees of $125.00 be waived. Because of this breakdown, this was approved upon a motion by Councilmember Iverson and seconded by Councilmember Kramer, motion carried.

NEW COUNCIL BUSINESS

* The Amendment for additional construction Inspection time and cost on the Sewer Lift Station was approved upon a motion by Councilmember Lobe and seconded by Councilmember Kramer, motion carried.
* The estimate from Matt Morkert of CenturyWest for $289,878.48 for the sewer lift station and drying bed was approved upon a motion by Councilmember Iverson and seconded by Councilmember Lobe, motion carried.
* The Approval of Public Hearing on Property Tax Increase was approved upon a motion by Councilmember Lobe and seconded by Councilmember Kramer, motion carried.
* Librarian Julie Jantz requested reimbursement for the library board for additional library shelves. Mayor Crossley stated there is not money in this years’ budget but will look into it after the budget is set for 2025.
* Building Permit 2024-33; new roof on attached carport at 611 W. 4th Ave. and Building Permit 2024-34; New roof at 402 E. Marjorie Ave. was approved upon a motion by Councilmember Lobe and seconded by Councilmember Kramer, motion carried.

CLERK REPORT

Deputy Clerk, Chris Luiten reported that she is keeping up with the daily work while Amy Hardung has been busy with the audit and preparing the budget for next year.

POLICE REPORT

Police Chief, Ericka Rose reported that Fest ran smoothly with minimal issues. The contract has been signed with Reardan Police Department for Officer Foust to begin. Her start date is October 21. Rose stated that October is Domestic Violence Awareness Month. She also reported that there has been a 50% decrease in crime in the past month.

FIRE REPORT

Fire Chief Stephen Walter was not present but reported to Mayor Crossley only one structure fire this year. He also stated he is busy working on the fire audit.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported the completion of the abatement at 304 S. Division St., blowing out sprinklers at the park and cemetery and working on resolving the issue with the telemetry for the sewer station.

COUNCIL REPORT

There was no Council Report.

ADJOURN

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

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William F. Crossley, Mayor

ATTEST:

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Chris Luiten, Deputy Clerk

Odessa Town Council Minutes

Special Meeting

Monday, Oct 21st, 2024 – 5:00 p.m.

CALL TO ORDER

Mayor Crossley called the meeting to order at 5:00 p.m. Present were Councilmember Lobe, Councilmember Iverson, Councilmember Kramer, Public Works Director and Police Clerk Hardung. Councilmember Smith, and Councilmember Reyes were absent.

UNFINISHED BUSINESS

* 2025 Budget information and budget for the Public Works Department. Discussion on each budget line of the garbage and sewer budget were adjusted for need. Suggestions from the Public Works Director on equipment that could help streamline the sewer plant functions were discussed. Police Clerk Hardung will investigate the insurance distributions for the year 2025. Continued discussion on admin, airport and library departments will continue at the next meeting.
* The 2025 budget discussion will continue at a TBD date.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

With no further business Mayor Crossley declared the meeting adjourned at 7:39 p.m.

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Mayor William F. Crossley

ATTEST:

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Amy Hardung, Police Clerk

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**REGULAR COUNCIL MEETING MINUTES**

Monday, October 28, 2024 – 7:00 PM – Community Center – 21 E First Ave, Odessa, WA

REGULAR 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, Deputy Clerk Luiten, Clerk/Treasurer Nelson, Public Works Director Greenwalt, and public citizens.

ADDITIONS OR DELETIONS TO AGENDA

* There were no additions or deletions

PUBLIC COMMENTS

Resident Paul Scheller inquired about moving the water shutoff for ease of access for Saint Mathews Church.

Resident owner of LaCollage Inn requested permission from the town to add an RV parking option to hotel property. A request for permit would be required from current or new owners.

MAYOR’S REPORT

* Attended the IACC Conference with Public Works Director Greenwalt
* Announced the next Budget Meeting will be Wednesday, October 30th at 5:00 p.m.

CONSENT AGENDA ITEMS

* October Claim Clearing checks and the October Payroll were approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.
* Regular Council Meeting Minutes 10-14-24, Special Meeting Minutes 10-21-24, and Expenditures and Revenues from March-September were approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.

UNFINISHED COUNCIL BUSINESS

There was no unfinished council business.

NEW COUNCIL BUSINESS

* New Clerk-Treasurer Jamie Nelson was sworn in.
* Officer Melissa Foust, new part-time addition to Odessa Law Enforcement was sworn in.
* Police Department Mental Health Proposal was postponed until the Nov 12th Council Meeting.
* Approval of Public Hearing on Preliminary2025 Budget was set for November 12, 2024 was motioned by Councilmember Lobe, seconded by Councilmember Iverson, motion carried.
* Building Permits 2024-35, 2024-36 and 2024-37 were approved upon a motion by Councilmember Lobe, seconded by Councilmember Smith, motion carried.
* Clerk-Treasurer Nelson was approved to be an added signer to the Wheatland Bank and WAFD upon motion made by Councilmember Lobe and seconded by Council Kramer, motion carried.

CLERK REPORT

Deputy Clerk Luiten reported that Amy Hardung has been busy working on the audit and the preliminary 2025 budget.

POLICE REPORT

Chief Rose expressed her appreciation for the part-time addition of Officer Foust to the Odessa Police Department team. Chief Rose stated that the County Commissioners are against the Spillman Program. Mayor Crossley would like to schedule a meeting with those Commissioners to get more information.

Chief Rose will share her informational PowerPoint regarding the Police Department Mental Health Proposal with the Council next regular meeting.

FIRE REPORT

There was no Fire Report.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported on departmental activities. He attended the IACC with Mayor Crossley. The Public Works Team has been reading meters, hauling fertilized soil and beginning to prepare the town buildings and vehicles for winter.

COUNCIL REPORT

There was no Council report.

 ADJOURN

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

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William F. Crossley, Mayor

ATTEST:

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Jamie Nelson, Clerk-Treasurer

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**SPECIAL COUNCIL MEETING MINUTES**

Wed Oct 30, 2024 ­­– 5:00 PM - Library - 21 E First Ave, Odessa, WA

1. CALL TO ORDER

Mayor Crossley called the meeting to order at 5:07 pm. The members in attendance were Councilmember Lobe, Councilmember Reyes, Councilmember Iverson, Councilmember Smith Councilmember Kramer, Clerk-Treasurer Nelson and Police Clerk Hardung.

1. NEW BUSINESS  
   Approval of Oct 28, 2024, Meeting Minutes – Councilmember Iverson motioned approval of the minutes and Councilmember Reyes seconded. Motion carried.
2. UNFINISHED BUSINESS

Budget discussion - Police Clerk Hardung led discussion regarding the 2025 Budget information focusing on budget lines of administration, library and buildings. Expenditure totals were reviewed and adjusted. Budget discussions will continue at future meetings.

1. ADJOURNMENT- The meeting was adjourned at 6:33 pm.

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Mayor William F. Crossley

ATTEST:

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Jamie Nelson Clerk-Treasurer

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**REGULAR COUNCIL MEETING MINUTES**

Tuesday, November 12, 2024 ­­- 7:00 PM

Community Center - 21 E First Ave, Odessa, WA

PUBLIC HEARING OF 2025 PRELIMINARY BUDGET

Mayor Crossley opened the public hearing for the 2025 Proposed Budget at 7:00 pm providing

budget projection costs for 2025 and department amounts.

REGULAR ZOOM MEETING CALLED TO ORDER

Mayor Crossley called the meeting to order at 7:05 pm. 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 Kramer, Councilmember Reyes, Councilmember Smith, Public Works Director Greenwalt, Zoning Inspector Knerr and Clerk-Treasurer Nelson. Absent was Councilmember Lobe and Councilmember Iverson

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda

PUBLIC COMMENTS

Councilmember Smith inquired if Odessa had any ordinances regarding homeless encampments. Councilmember Reyes shared that the Odessa Memorial Hospital is planning to simulate emergency drill including various local agencies this spring. They are exploring ideas for the drill location.

MAYOR’S REPORT

Mayor Crossley reminded the council members of three important dates.

* November 18, 2024 – The Council is meeting with the County Commissioners at 9:30 in Davenport
* November 21, 2024 – A possible special meeting regarding the 2025 Budget
* November 22, 2024 – The Grant (street repair) decision will be announced.

CONSENT AGENDA ITEMS

The following items are presented for Council approval:

* October 28, 2024, Claim Clearing Checks were approved upon a motion

by Councilmember Reyes, seconded by Councilmember Kramer. Motion carried.

* Special Meeting Minutes of 10-30-2024 were approved upon a motion by Councilmember Kramer and seconded by Councilmember Smith. Motion carried.
* October 2024 Financials and Treasurer’s Report was approved upon a motionby Councilmember Reyes and seconded by Councilmember Kramer. Motion carried.

UNFINISHED COUNCIL BUSINESS

Police Department PowerPoint reviewing the Mental Health Proposal will be rescheduled at a later date.

NEW COUNCIL BUSINESS

Councilmember Smith made a motion to approve a one-time $1,000.00 contribution toward the 3rd coat on flooring for Old Town Hall. Councilmember Kramer seconded the motion. Motion carried.

DEPARTMENT REPORTS

* Clerk – Clerk-Treasurer Nelson reported on upcoming meetings with Century West Engineering and DRS webinars to get up to date on projects and current job responsibilities.
* Police – No report given
* Fire – No report given
* Public Works – Public Works Director Greenwalt shared that Avista will be providing a power and gas training for the fire department and other public works employees.

He also reported that upon investigation into the permit request of LaCollage Inn to add an RV Park was denied in 1990s. The Town will not proceed with the owner’s request at this time.

COUNCIL REPORT

No report given

ADJOURN

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

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William F. Crossley, Mayor

ATTEST:

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Jamie Nelson, Clerk-Treasurer

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**REGULAR COUNCIL MEETING MINUTES**

Monday, November 25, 2024 – 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 Smith, Councilmember Reyes, Clerk/Treasurer Nelson, Police Chief Rose, Public Works Director Greenwalt, Zoning Inspector Knerr and a public citizen.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions.

PUBLIC COMMENTS

Councilmember Reyes shared that the Odessa Memorial Hospital Foundation was considering focusing their yearly donation on creating a sports court of such to facilitate a healthy lifestyle encouragement to people of this town. Various councilmembers made suggestions and Councilmember Reyes thanked them for their input and said he would take it back to the foundation board.

MAYOR’S REPORT

* Mayor Crossley asked the council if Monday December 2, 2024 at 5:00 p.m. would work for a Special Budget Review Meeting.
* Four cameras have been installed around the police station. Chief Rose added that the cameras are working well and the pictures are crystal clear.
* The town received one of two grants requested from TIB, for chip sealing the streets. The town did not receive the requested grant for the bicycle path.
* The audit information has all been passed along to the Audit Master.

CONSENT AGENDA ITEMS

* November 12, 2024, regular Council Meeting Minutes were approved upon a motion by Councilmember Reyes, seconded by Councilmember Lobe, motion carried.
* November 25, 2024 payroll and claim clearing checks #12750-12764 totaling $ 47,322.45 were approved upon a motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

UNFINISHED COUNCIL BUSINESS

There was no unfinished council business.

NEW COUNCIL BUSINESS

* Councilmember Kramer motioned to approve the addition of a $50 fine for any lost key fob to the Town’s Rental Agreement. Councilmember Iverson seconded. The motion carried.
* The council discussed reducing the Vacation Usage clause in the Personnel Handbook to six months, in place of the established one year wait period. Councilmember Lobe motioned to approve the reduction of wait time to six months. Councilmember Smith seconded. Motion carried.

CLERK REPORT

Clerk/Treasurer Nelson shared that the office staff is training her on Payroll and that she has almost gained authorization to all of the portals necessary to report clerk/treasured data. She updated the council to the current stage of each project finishing up or beginning. She announced that the Staff Christmas Party was on December 20th beginning at 5:00 p.m.

POLICE REPORT

Police Chief Rose report on departmental activities. She listed a few current town issues but stated that overall crime is down. She signed off on Deputy Foust’s final training. She confirmed Mayor Crossley’s report that the cameras are up and running. She will be attending a Women in Command training in December and hopes to attend another training in Dallas, Texas this summer, for which she is applying for a full scholarship to attend.

FIRE REPORT

There was no Fire Report. It was reported that Chief Walter is stepping down at Chief, effective January 1, 2025.

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported that Halme looked into the Community Center ceiling leak and found that a pipe cap had dislodged and we need to seal it. Halme expects that the kitchen keypad is not working because it is not shielded from rain, and the moisture is causing it to malfunction. They added a gasket which should help. PW Director Greenwalt suggested we put a covering over the door to keep water from running down outside wall into the keypad. He is doing some maintenance on the sander to get ready for winter weather. He reported that the plumbing in Old Town Hall had been replaced and that the floors were coated.

COUNCIL REPORT

There was no Council Report.

ADJOURN

With no further business Mayor Crossley declared the meeting adjourned at 7:42 p.m.

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Mayor William F. Crossley

ATTEST:

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Jamie Nelson, Clerk-Treasurer

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**SPECIAL COUNCIL MEETING MINUTES**

Monday Dec 2, 2024 ­­– 5:00 PM - Library - 21 E First Ave, Odessa, WA

CALL TO ORDER

Mayor Crossley called the meeting to order at 5:04 pm. The members in attendance were Councilmember Lobe, Councilmember Reyes, Councilmember Iverson, Councilmember Smith Councilmember Kramer, Clerk-Treasurer Nelson and Police Clerk Hardung.

NEW BUSINESS  
None

UNFINISHED BUSINESS

Budget Discussion - Police Clerk Hardung led the discussion reviewing the 2025 budget categories. The council acknowledged the finalization of the budget. Final approval motion, of the 2025 Budget, will take place on Monday, December 9, 2024.

ADJOURNMENT

The meeting was adjourned at 5:44 pm.

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Mayor William F. Crossley

ATTEST:

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Jamie Nelson Clerk-Treasurer

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**REGULAR COUNCIL MEETING MINUTES**

Monday, December 9, 2024 – 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, Public Works Director Greenwalt, Zoning Inspector Knerr and a community member.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

PUBLIC COMMENTS

PDA appreciated the work Public Worker Hannahs did cleaning the floor in the old bio-diesel facility.

MAYOR’S REPORT

Mayor Crossley did not have any news to report.

CONSENT AGENDA ITEMS

* The December 9, 2024 Claim Clearing checks were approved upon motion from Councilmember Iverson, seconded by Councilmember Kramer, motion carried.
* The November 25, 2024 Minutes and December 2, 2024 Special Meeting Minutes were approved upon motion from Councilmember Lobe, seconded by Councilmember Smith, motion carried.
* The November Financials and Treasurer’s Report were approved upon motion by Councilmember Iverson, seconded by Councilmember Kramer, motion carried.

UNFINISHED COUNCIL BUSINESS

There was no unfinished business to revisit.

NEW COUNCIL BUSINESS

* Building Permit 2024-38; new roof at 303 S. Fairway St. was approved upon a motion by Councilmember Lobe, seconded by Councilmember Reyes, motioned carried.
* Resolution 2024- 13; use of employee accrued vacation time was approved upon a motion by Councilmember Reyes, seconded by Councilmember Smith, motion carried.
* Ordinance 2024-738; Amendment of the 2024 Budget was approved upon a motion by Councilmember Lobe, seconded by Smith, motion carried.
* Ordinance 2024-739; Approval of 2025 Budget was approved upon a motion by Councilmember Reyes, seconded by Councilmember Kramer, motion carried.

CLERK REPORT

Clerk-Treasurer Nelson reported:

Office: Amy and Chris continue to train me. Steps are becoming more familiar.

Our accountant, Tara, suggested a 4 day Finance Boot Camp in March, Longview. Signed up

The Mayor, Amy and I met with Stan Dammel regarding Airport Balance. The airport does currently have a reserve. We explained that the Airport still had funds to spend for maintenance and supplies before the end of the year.

Grants: Sewer Lift Station – Still waiting to hear on approval of reimbursement requests

($100,000 from CDGB and $100,000 from Centennial Grants, and then $300,000 draw from the Department of Ecology Loan)

Wind Cone/Sock – Received approval for our $21,033.36 (July, Sept, Oct billing) reimbursement request.

POLICE REPORT

There was no Police Report

FIRE REPORT

There was no Fire Report

PUBLIC WORKS REPORT

Public Works Director Greenwalt reported that the contractor for the Sewer Lift Station project is planning his final walkthrough, before Christmas. Public Worker Hannahs did a good job sanding the previous week.

COUNCIL REPORT

There was no Council Report.

ADJOURN

The meeting was adjourned at 7:13 pm.

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Mayor William F. Crossley

ATTEST:

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Jamie Nelson, Clerk-Treasurer