

November 6, 2019

**WILBUR TOWN COUNCIL MEETING**

Town Council of the Town of Wilbur, Lincoln County, Washington opened at 7:00 p.m. on November 6, 2019 at Town Hall by Mayor Gloria Kuchenbuch.

Pledge of Allegiance

**REGULAR COUNCIL MEETING**

**CALL TO ORDER**

Members present, Mayor Gloria Kuchenbuch, Council Members Roy Scheibner, Erica Hearrean, Kent Andersen and John Hanon.

Member absent - David Wells.

Staff Present – Diana Johnson, David Bjorson, Shayne Lewis and Melissa Bulger

Citizens Present – Frank Steadman, Courtney Ruiz and Scott Sundean.

**CONSENT AGENDA**

Payroll warrant #’s 23051–23062 & 23070-23071 in the amount of $21,241.80 dated October 31, 2019.

Accounts Payable warrant #’s 23072-23087 in the amount of $26,552.39 dated November 6, 2019.

Approval of minutes from October 16, 2019 for the Regular Council Session, Erica Hearrean made a motion to accept, Kent Andersen seconded. Motion carried.

**REGULAR SESSION**

**Citizen Comments**

 Scott Sundean spoke about the 2016 Budget, he stated that there are two different budgets, one being created after the first of the year. Scott also requested a response from the Mayor. Gloria stated she would research what he was speaking about.

**OLD BUSINESS**

None

**NEW BUSINESS**

Codified Salaries- Diana Johnson spoke on the need to either codify or not codify ordinance #583, since it has both wages and salary procedures. This was tabled until the next meeting to find out what the cost is to have it codified.

 Public records request policy & Public Records Act – Erica made a motion to pass the policy and Kent Andersen seconded the motion, motion carries. Council discussed the need to take training every 4 years and also acknowledged the upcoming Elected Officials Essentials Training on December 7th in Spokane Valley.

 Online bill pay – Diana Johnson discussed multiple options to be able to offer online bill pay for the citizens of Wilbur. This was tabled until the next meeting to allow more time for research.

 Grant letter for water coalition – A letter was constructed to show the Town of Wilbur’s support in requesting a grant through the Bureau of Reclamation to form a watershed group that the Columbia Basin Sustainable Groundwater Coalition has applied for. Kent Andersen made a motion to accept the letter, Erica Hearrean seconded, motion passed.

 Brush pile – Council discussed having the brush pile open during the weekends for the month of November as there are still leaves on the trees. Everyone agreed.

 Postage meter – Diana Johnson discussed options to purchase/lease a postage machine. This was tabled until the next meeting to allow for more research and a decision on the online bill pay option through Visions.

 1st Council Meeting in January – The first council meeting date in January lands on a holiday, council discussed options and it was rescheduled to Thursday, January 2nd 2020.

**Resolution/Ordinance**

None

**Mayor, Staff & Committee Reports**

 Mayor Gloria Kuchenbuch shared information on the upcoming road sealing and chipping for 2020-2023.

 David Bjorson shared the Public Works Foreman’s report for October.

**Donations**

Ambulance - $50 from Randy Krause

**MEETING ADJOURNED**

Erica Hearrean made a motion to adjourn, Kent Andersen seconded. Meeting adjourned at 7:40pm.

Melissa Bulger, Clerk/Treasurer Mayor, Gloria Kuchenbuch