

FEBRUARY 19, 2020  
WILBUR TOWN COUNCIL MEETING

Town Council of the Town of Wilbur, Lincoln County, Washington opened at 7:00 p.m. on February 19, 2020 at Town Hall by Mayor Erica Hearrean.

**Pledge of Allegiance**

**REGULAR COUNCIL MEETING**  
**CALL TO ORDER**

Members present - Mayor Erica Hearrean, Mayor Pro Tem Kent Anderson, Council Members Roy Scheibner, Nichole Curtis and John Hanon.

Staff Present - David Bjorson, Melissa Bulger and Diana Johnson.

Citizens Present - Frank Steadman, Courtney Ruiz, Drew Curtis, Rob Coffman and Steve Nelson.

**ADDITIONS TO AGENDA**

Tort Claim Form, Social Security Breach & Year End

**CONSENT AGENDA**

Kent Anderson made a motion to approve the following;

Payroll warrant #'s 23316-23317 in the amount of \$2,000.00 dated February 14, 2020.

Accounts Payable warrant #'s 23318-23334 in the amount of \$19,697.60 dated February 19, 2020.

Approval of minutes from February 5, 2020 for regular council session.

Roy Scheibner seconded, all approved.

**REGULAR SESSION**

No new citizen comments.

**NEW BUSINESS**

Courtney Ruiz with the Chamber of Commerce presented two events; a 4<sup>th</sup> of July Festival and an outdoor Golden Garter event. Chamber was seeking an agreement from the Town Council to go forward with the plans. Council discussed the advantages for such events and was in agreement.

Mayor Erica Hearrean advised of the interviews for the Town Engineer. John Hanon, Lynn McWhorter and David Bjorson took part with the Mayor to complete the interviews. Century West was chosen to also represent the Town of Wilbur as the municipal Engineer since they recently accepted the position as the Wilbur Airport Engineer. Lynn McWhorter made a motion to hire Century West Engineering as the Town Engineer, Kent Anderson seconded, all approved. Steve Nelson from Century West introduced himself and expressed his eagerness to get projects discussed, started and completed, as well as to apply for any grants that may apply.

Next on the agenda Sheriff Wade Magers went over the crime statistics for the Town of Wilbur with print outs from the new software that was purchased last year. He spoke about the cost of the Town having their own police department and the cost that the county covers. Council participated in the discussion and expressed their appreciation for the Lincoln County Sheriff's Department covering the Town's needs. Sheriff Magers explained that the contract for services was coming to an end this year and proposed to continue services at a rate of \$180,000.00 a year at a flat rate with no increases for four years. The previous agreement was for approximately \$151,000.00 and had an annual increase of 3%. Lynn McWhorter moved to accept the new proposal, John Hanon seconded, all approved.

Mayor Erica Hearrean advised council about the need to have a tort claim form per RCW 4.96.020. A tort claim form provided by the town attorney was reviewed. Kent Anderson made a motion to adopt the use of this claim form, John Hanon seconded, all approved.

Mayor Erica Hearrean announced that there was a Social Security Data Breach. A letter that will be sent out to all those who were affected was handed out. The letter explains when and how the breach happened. It also covered the steps that the Town is making to correct the error. In order to get the credit monitoring done council read over the contract with EPIQ Corporate Services, Inc. All council members were in agreement and the contract was signed.

### OLD BUSINESS

The discussion on finding an Online Bill pay/credit card payment company was revisited. Clerk/Treasurer Melissa Bulger explained that the best option for the town at this time is Armada, it has no cost to the town, a 4% fee passed on to the customer, free setup and training, free counter swipe and a free link on the town website for online payments. Kent Anderson made a motion to accept an agreement with Armada, Lynn McWhorter seconded, all approved.

Clerk/Treasurer, Melissa Bulger explained that the year-end finances are not balancing. She went over the need to bring in Toni Nelson a financial advisor with MRSC (Municipal Research & Services Center) to help getting everything in line and to make sure all the laws regarding municipal finances is followed. Lynn McWhorter made a motion to accept bringing in Toni Nelson, Roy Scheibner seconded, all approved.

### RESOLUTION/ORDINANCE

Ordinance #585 - Amending chapter 2.04 of Ordinance 577 pertaining to the location of the Town Council Meetings. Lynn McWhorter made a motion to accept the amending ordinance, John Hanon seconded, all approved.

### DONATIONS


None


### MAYOR, STAFF & COMMITTEE REPORTS

Mayor Hearrean spoke about attending the Chamber meetings.  
Kent Anderson stated he was excited about the new engineering firm and their ability to get grants.  
Roy Scheibner asked David Bjorson about the scrap pile clean up.

### MEETING ADJOURNED

Roy Scheibner made a motion to adjourn, Kent Anderson seconded. Meeting adjourned at 8:46 pm.

  
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Melissa Bulger, Clerk/Treasurer

  
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Mayor, Erica Hearrean  
MAYOR PRO TEM  
KENT ANDERSON