



March 19, 2024

## WILBUR TOWN COUNCIL MEETING

Town Council of the Town of Wilbur, Lincoln County, Washington opened at 7:00 p.m. on March 19, 2024, at Town Hall by Mayor Erica Hearrean via HEARING IMPAIRED (VOICE) 1-800-833-6384 (TDD/TTY) 1-800-833-6384

Zoom Meeting: <https://us06web.zoom.us/j/85095567684> or by phone 1-844-855-4444, participant code 1130603

### **REGULAR COUNCIL MEETING**

#### **CALL TO ORDER**

Members present - Mayor Erica Hearrean, Mayor Pro Tem John Hanon, Council Members Lynn McWhorter, Roy Scheibner, and Nichole Curtis. Joel Krause via phone.

Members absent - None

Staff Present - Melissa Bulger, Courtney Ruiz, and Dustin Taylor

Citizens Present - Julie Hill, Frank Stedman, Michol Philips, Heather Bowen, Lacey Schrag, Matt Schrag, Brian Hicks, Deputy Christian, Two people on zoom.

#### **CONSENT AGENDA**

Lynn McWhorter made a motion to approve the following:

Payroll checks 27359 - 27370 in the amount of \$11,951.41 dated March 11, 2024.

Accounts Payable checks 27371 - 27390 in the amount of \$59,924.08 dated March 19, 2024.

Approval of minutes from March 5, 2024, for regular council session.

Nichole Curtis seconded, all approved.

#### **REGULAR SESSION**

Citizen comments - Lacey Schrag brought up three concerns to Council in regard to her business.

#### **NEW BUSINESS**

A copy of the Lincoln Co. Sheriff's Office February stats was given to council at the last meeting. Deputy Christian was present to answer any questions or concerns.

Building Inspector Introduction: Unable to attend, tabled until the next meeting.

Wilbur Tourism Advertising: Frank Stedman provided copies of the Town's 2024 visitors guide advertisement. Council liked the ad and will let Frank know if they want to make any changes or additions before the deadline, the cost this year will be \$950. Courtney Ruiz represented the Wilbur Chamber of Commerce with a request to take part in advertising on a tourism map of Lincoln County. The cost would be \$300, council approved.

Salary Survey: Council has had the chance to review the recent Salary Survey completed by Toni Nelson of TSN Financial Consulting. Council approved the survey.

Public Works equipment purchase: Melissa gave an answer to Roy Scheibner about the extended warranty for the locator. The extended warranty would only cover one additional year for the cost of 10% of the overall cost to purchase the equipment. Roy agreed with the sales associate that it is not worth purchasing the extended warranty.

DOH Loan Approval: The Town engineer, Brian Hicks, was present to go over the loan approval as well as additional funding opportunities for work on streets, waterlines and safety concerns. Brian also spoke about the needed work for two bridges in Town discovered at the last inspection. The Department of Health loan is to pay for the required updated water plan that makes the town eligible for additional grants.

Foreman's Report: Dustin Taylor was present to read the February Foreman's Report.

Medical Claim Approval - Council was given a brief explanation of a second medical claim that would need to be approved before it can be submitted to the Board of Volunteer Firefighters. Lynn McWhorter made a motion to approve the claim, Nichole Curtis second, all council members approved.

### **OLD BUSINESS**

Playground Equipment Committee: Melissa gave a short update on the second committee meeting that took place before regular council session. The next meeting will be on the 2<sup>nd</sup> of April at 6pm in Town Hall.

Kysar Electrical Bids: Melissa advised council on the possibility of the Avista Rebate. It is not guaranteed and can only be submitted after the work is completed. Melissa also asked if it is ok to move forward with the LED lights over the ambulance as there are funds available in the Ambulance Fund. Council agreed. Kysar will also be completing the electrical work in the park that was budgeted for.

### **RESOLUTION/ORDINANCE**

Resolution 564 - Nichole Curtis made a motion to approve resolution 564 authorizing the forgiveness of debt for an Ambulance bill, Lynn McWhorter seconded, all approved. Resolution 564 passes.

### **DONATIONS**

None

### **MAYOR, STAFF & COMMITTEE REPORTS**

Lynn McWhorter asked for the clock out in the hall above the library entrance to be replaced. Melissa gave updates on the pool roof, year end reports being completed, the Pool/Park Plan receiving the approval from RCO for the next five years, training for public works crew and her next project starting will be for a depreciation schedule for town assets. Melissa also advised council of mechanical problems with the small blue public works truck. A project proposal for a pool mural was shared with council and will be on the next agenda.

### **MEETING ADJOURNED**

Lynn McWhorter made a motion to adjourn, Nichole Curtis seconded, all approved; meeting adjourned at 8:23 p.m.



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Melissa Bulger, Clerk/Treasurer



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Erica Hearrean, Mayor