



## ***TOWN COUNCIL AGENDA***

**March 28, 2023**

**104 Commercial Street  
Upper Maple Center  
In Person Only**

Skagit County Washington  
Incorporated 1890  
[www.townoflaconner.org](http://www.townoflaconner.org)

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**I. Call to Order**

**II. Pledge of Allegiance**

**III. Public Comments (Limit: 3 minutes per person)**

**IV. Presentations:**

**V. CONSENT AGENDA**

**A. Consent Agenda (Approved without objection 5/0)**

1. Approval of the Minutes: Council Meeting March 14, 2023  
Finance:  
Approval of Accounts Payable  
Approval of Payroll

**VI. REPORTS**

1. Administrator's Report
2. Mayor's Report
3. Council Committee Reports

**VII. UNFINISHED BUSINESS:**

1. Center Street Project – Discussion
2. Jenson Property – Discussion
3. Ordinance – Amendment to Ordinance 1221 Establishing the Emergency Management Commission
3. Resolution – Amendment to Resolution 620 Naming the Emergency Management Commissioners

**VIII. NEW BUSINESS**

1. Surplus – 2004 Screen-It, Roadrunner (WWTP)

**IX. MAYOR ROUNDTABLE**

**X. EXECUTIVE SESSION**

There may be an executive session immediately preceding or following the meeting as allowed by RCW 42.30.110 and as announced by the presiding officer.

# **Consent Agenda**

- 1) Approval of Minutes**
- 2) Approval of Accounts Payable**
- 3) Approval of Payroll**

## ***Town of La Conner***

Town Council Meeting

March 14, 2023 – 6:00 p.m.

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The meeting of the La Conner Town Council was called to order at 6:00 p.m. by Mayor Ramon Hayes.

Present: Councilmembers Taylor, Carlson, Dole, Chamberlain and Wohleb.

Also present: Administrator Thomas, Finance Director DeGoede, Public Works Director Lease, Planner Davolio, Fire Chief/Code Enforcement Officer Reinstra, WWTP Operator Wynn and Sgt. Montgomery of the Sheriff's Department

**This was meeting was held in-person only.**

### **Public Comments:**

No Public Comments

### **Presentations:**

Cindy Verge, Director of the Skagit Valley Tulip Festival, presented the 2023 Tulip Festival Poster. This year there will be four farms participating in the April festival, along with the annual street fair in Mount Vernon and parade in La Conner.

### **Consent Agenda:**

Approval of Agenda

Approval of the Minutes of the February 28, 2023 Council Meeting.

Accounts Payable:

Electronic Payments:	Checks 25847 - 25895	\$137,230.80
	#2018090 – US Bank Fees	\$58.20
	<u>#2018082 – Invoice Cloud Fees</u>	<u>\$153.40</u>
	<b>Total</b>	<b>\$137,442.40</b>

Payroll of March 3, 2023	Checks	5688 - 5694	\$2,971.41
Electronic Payments:	#2018085	AWC Benefit Trust	\$14,004.22
	#2018086	Deferred Comp	\$2,241.00
	#2018087	PERS Retirement	\$10,285.87
	#2018088	Teamsters Benefit	\$6,972.80
	#2018089	Payroll Taxes	\$7,711.10
		<u>Payroll Auto Deposit</u>	<u>\$23,681.79</u>
		<b>Total Payroll</b>	<b>\$67,868.19</b>

**Councilmember Chamberlain moved to approve the Consent Agenda as presented. Motion seconded by Councilmember Wohleb. Motion carried 5/0.**

### **Chamber Report:**

Chamber Director Hurst received a grant focusing on beautification of the Town. The \$15,000 grant will pay for new flags and 52 hanging baskets. The visitor's office hours will be open six days a week with walk-ins, calls and emails picking up. Upcoming events include the Daffodil Pet & Fashion Parade on March 18<sup>th</sup> and the first Annual Murder Mystery on March 25<sup>th</sup>.

### **Revenue and Expenditure Reports:**

Mayor Hayes noted the Sales Tax continues to go up from estimated projections and Hotel Motel is about the same.

**Department Head Reports:**

**Administrator's Report:**

- Discussions on the upcoming legislature bills/
- This Council Meeting was held in-person only as our Zoom account was hacked. We are in the process of opening a new account. Also, our internet issues should be resolved by the next meeting.
- Sandbags will remain in place until the end of March due to the high tide forecast.
- The School District, Port of Skagit and the Town have met to discuss a Welcome to La Conner sign. It is still preliminary, but will be used for advertising community events.
- Sales Taxes have increased, but services and project costs have dramatically increased as well. Projections show the costs will continue to rise.
- Councilmembers were reminded to review the facilitator list for the retreat. Once selected, the date and venue can be set.

**Planning:**

- Discussed the Climate Change and Sea Level Rise memo researched by Assistant Planner Eills.
- The Historical Design Review on the Lime Dock resulted in not being in the Historical District nor is it on the National Historical Registry.
- The upcoming Legislative Bill allowing 4000 square foot lots to be split to 2000 square feet. However, a lot that has already been split can't be split again.
- Planning Commissioner Theaker is resigning next month. We will be advertising to fill her position.

**Public Works:**

Public Works Director Lease stated none of the applicants qualified for the positions he advertised for. He will be starting over.

**WWTP:**

Mayor Hayes acknowledged WWTP Operator Wynn on the success of the composting.

**Mayor's Report:**

Mayor Hayes spoke at the Rotary Farmers and Merchants Night and explained the future needs of La Conner for water, sewer and flooding upgrades.

**Resolution 620 – Naming the Emergency Management Commissioners:**

Mayor Hayes gave a brief description of each Commissioner's background and qualifications. The five selected Commissioners were James White, Bill Stokes, Doug Asbe, Duane Carpenter and Gerald George

**Councilmember Wohleb moved to approve Resolution 620 appointing the Emergency Management Commission. Motion seconded by Councilmember Dole. Motion carried 5/0.**

**Agreement – Simply Yards Landscape and Design:**

Public Works Director Lease explained he requested bids from nine landscaping businesses and eight declined. He budgeted \$12,000 for six months of landscaping, but due to costs, he settled for four months at \$15,400.

**Councilmember Chamberlain moved to approve the Mayor to sign the Agreement with Simply Yards Landscape and Design. Motion seconded by Councilmember Taylor. Motion carried 5/0.**

**Agreement – Urban Forestry Services, Bartlett Consulting:**

Public Works Director Lease explained this Agreement is for a walk-through assessment of Pioneer Park looking for hazards, the health of the trees and invasive species.

**Councilmember Chamberlin moved to approve the Mayor to sign the Agreement with Urban Forestry Services, Bartlett Consulting. Motion seconded by Councilmember Wohleb. Motion carried 5/0.**

**Agreement – PSNR Grant:**

Administrator Thomas stated he had not received the agreement yet and asked Council to table it for another meeting. It was the consensus of the Council to table the PSNR Grant Agreement.

**Mayor Roundtable:**

- The solar grant application for the Fire Hall is about ready to be submitted.
- The current sandbags will not be reusable after they are picked up and emptied.
- Anacortes Climate Consortium was on Sea Level Rise. The attending scientist may be a good contact.

**There being no further business the meeting ended at 6:53 p.m.**

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Maria DeGoede, Finance Director

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Ramon Hayes, Mayor



## ***TOWN OF LA CONNER***

### ***CLAIMS CLEARING***

We, the undersigned Town Council of the Town of La Conner, Skagit County, Washington, do hereby certify that the merchandise or services hereinafter specified for March 28, 2023 have been received and that;

Checks Numbered:	25896 - 25931	\$112,282.13
Auto Payments:	2018093 – Excise Tax	\$7,494.10

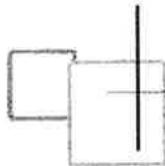
Are approved for a total payment of \$119,776.23 this 28<sup>th</sup> day of March 2023.

  
\_\_\_\_\_  
Finance Director

\_\_\_\_\_  
Councilmember – Finance Committee

\_\_\_\_\_  
Councilmember – Finance Committee

\_\_\_\_\_  
Councilmember



# Voucher Directory

Fiscal: : 2023 - March  
Council Date: : 2023 - March - 2nd Council Meeting

Number Description Amount

<b>Ackermann Electric Co.</b>			
	<b>25896</b>		
		<b>2023 - March - 2nd Council Meeting</b>	
		<b>Invoice - 1190</b>	
		<b>Mixer Repairs</b>	
		412-000-554-90-48-06	
		<b>Total Invoice - 1190</b>	
	<b>Total 25896</b>		
	<b>Total Ackermann Electric Co.</b>		

<b>Astound Business Solutions</b>			
	<b>25897</b>		
		<b>2023 - March - 2nd Council Meeting</b>	
		<b>Invoice - AstoundMar#2-2023</b>	
		<b>Internet &amp; Phones</b>	
		001-000-522-20-42-00	
		Fire Dept.	
		401-000-534-80-42-00	
		PW 604 N. Third	
		409-000-535-80-42-00	
		Communications	
		WWTP Marina Lift Station	
		409-000-535-80-42-00	
		Communications	
		WWTP	
	<b>Total Invoice - AstoundMar#2-2023</b>		
	<b>Total 25897</b>		
	<b>Total Astound Business Solutions</b>		

<b>Bargreen</b>			
	<b>25898</b>		
		<b>2023 - March - 2nd Council Meeting</b>	
		<b>Invoice - 010885751</b>	
		<b>New Tables - Fire Hall</b>	
		001-000-522-20-49-02	
		<b>Total Invoice - 010885751</b>	
	<b>Total 25898</b>		
	<b>Total Bargreen</b>		

Bay City Supply	25899	2023 - March - 2nd Council Meeting					
Invoice - 336298							
Paper Towels & Garbage Bags							
	001-000-522-20-31-00	Office & Operating Supplies		\$526.47			
	<b>Total Invoice - 336298</b>			<b>\$526.47</b>			
Total 25899				\$526.47			
Total Bay City Supply				\$526.47			
Birch Equipment	25900	2023 - March - 2nd Council Meeting					
Invoice - 265260B-5							
Forklift Rental - Flood							
	403-000-531-38-35-01	Tools & Equipment Flood		\$2,382.77			
	<b>Total Invoice - 265260B-5</b>			<b>\$2,382.77</b>			
Invoice - 265492A-5							
Generator Rental - Flood							
	403-000-531-38-35-01	Tools & Equipment Flood		\$4,213.11			
	<b>Total Invoice - 265492A-5</b>			<b>\$4,213.11</b>			
Total 25900				\$6,595.88			
Total Birch Equipment				\$6,595.88			
Canon Financial Services INC.	25901	2023 - March - 2nd Council Meeting					
Invoice - 30162651							
Copier Lease							
	001-000-591-31-70-00	Rents & Leases - Capital		\$132.14			
	70%						
	401-000-591-31-70-00	Rents & Leases - Capital		\$28.31			
	15%						
	409-000-591-31-70-00	Rents & Leases - Capital		\$28.31			
	15%						
	<b>Total Invoice - 30162651</b>			<b>\$188.76</b>			
Total 25901				\$188.76			
Total Canon Financial Services INC.				\$188.76			
Cascade Natural Gas Corp	25902	2023 - March - 2nd Council Meeting					
Invoice - CasGasMar2023							
Utility - Gas							
	001-000-518-30-47-00	Public Utility Services		\$457.57			
	204 Douglas-Town Hall						
	001-000-522-20-47-00	Public Utility Services		\$461.84			
	12142 Chilberg-Fire Hall						
	003-000-575-50-47-01	Public Utility Services-MH/MC		\$929.35			
	108 Commercial-MH/MC						

	003-000-575-50-47-02	Public Utility Services-GC 622 S 2nd Street-GC	\$344.28
	401-000-534-80-47-00	Public Utility Services 604 N 3rd Street - PW	\$620.15
	409-000-535-80-47-00	Public Utility Services 12154 Chilberg - WWTP	\$761.09
	409-000-535-80-47-00	Public Utility Services 12154 B Chilberg - Sewer	\$1,480.24
	<b>Total Invoice - CasGasMar2023</b>		<b>\$5,054.52</b>
<b>Total 25902</b>			<b>\$5,054.52</b>
<b>Total Cascade Natural Gas Corp</b>			<b>\$5,054.52</b>
<b>City of Anacortes</b>			
25903	<b>2023 - March - 2nd Council Meeting</b>		
	<b>Invoice - CityofAnacortesMar023</b>		
	<b>Feb 2023 Water Charges</b>		
	401-000-534-80-33-00	Purchase of Wholesale Water	\$36,274.00
	Water sales		
	<b>Total Invoice - CityofAnacortesMar023</b>		<b>\$36,274.00</b>
<b>Total 25903</b>			<b>\$36,274.00</b>
<b>Total City of Anacortes</b>			<b>\$36,274.00</b>
<b>Commercial Fire Protection Inc.</b>			
25904	<b>2023 - March - 2nd Council Meeting</b>		
	<b>Invoice - 69853</b>		
	<b>Sprinkler Inspection &amp; Annual Backflow</b>		
	001-000-522-20-48-01	Building Repair & Maintenance	\$640.05
	<b>Total Invoice - 69853</b>		<b>\$640.05</b>
	<b>Invoice - 70174</b>		
	<b>Fire Extinguisher Service Tag &amp; 6 Year Maint &amp; Recharge</b>		
	001-000-522-20-48-01	Building Repair & Maintenance	\$310.19
	<b>Total Invoice - 70174</b>		<b>\$310.19</b>
<b>Total 25904</b>			<b>\$950.24</b>
<b>Total Commercial Fire Protection Inc.</b>			<b>\$950.24</b>
<b>Crystal Springs Water Co</b>			
25905	<b>2023 - March - 2nd Council Meeting</b>		
	<b>Invoice - 5383122032223</b>		
	<b>Water</b>		
	001-000-518-30-47-00	Public Utility Services	\$86.75
	409-000-535-80-31-02	Lab Supplies	\$58.57
	WWTP Distilled Water		
	<b>Total Invoice - 5383122032223</b>		<b>\$145.32</b>
<b>Total 25905</b>			<b>\$145.32</b>
<b>Total Crystal Springs Water Co</b>			<b>\$145.32</b>

Curbell Plastics, Inc.  
25906

2023 - March - 2nd Council Meeting

Invoice - 91631247

<b>Garbage Bin Liners</b>			
412-000-554-90-48-01	Building Repair & Maintenance		\$3,162.43
<b>Total Invoice - 91631247</b>			<b>\$3,162.43</b>
<b>Total 25906</b>			<b>\$3,162.43</b>
<b>Total Curbell Plastics, Inc.</b>			<b>\$3,162.43</b>

David Evans & Associates Inc.  
25907

2023 - March - 2nd Council Meeting

Invoice - 530932

<b>Water System Plan</b>			
401-000-594-34-64-02	Capital Projects		\$13,877.17
<b>Total Invoice - 530932</b>			<b>\$13,877.17</b>

Invoice - 530933

<b>Flood Survey</b>			
403-000-531-38-41-02	Professional Services Flood		\$7,398.09
<b>Total Invoice - 530933</b>			<b>\$7,398.09</b>

Invoice - 530934

<b>Snap Dragon Flats DE Agreement</b>			
005-000-552-30-41-02	DE Engineering Fees		\$361.07
401-000-534-80-41-02	DE Engineer Fees		\$361.08
403-000-531-38-41-05	DE Engineering Fees		\$361.07
409-000-535-80-41-08	DE Engineering Fees		\$361.07
<b>Total Invoice - 530934</b>			<b>\$1,444.29</b>

Total 25907

Total David Evans & Associates Inc.

Edge Analytical  
25908

2023 - March - 2nd Council Meeting

Invoice - 23-04462

<b>Effluent Testing</b>			
409-000-535-80-48-05	Materials/Testing		\$156.00
	Sewer Testing		
<b>Total Invoice - 23-04462</b>			<b>\$156.00</b>

Invoice - 23-04491

<b>Compost Testing</b>			
412-000-554-90-48-05	Compost Testing/Materials		\$185.00
	Compost Testing Biosolids		
<b>Total Invoice - 23-04491</b>			<b>\$185.00</b>

Invoice - 23-05689

<b>Influent/Effluent Testing</b>			
409-000-535-80-48-05	Materials/Testing		\$372.00
	Sewer Testing		
<b>Total Invoice - 23-05689</b>			<b>\$372.00</b>

Invoice - 23-05802	Coliform Testing 401-000-534-80-41-00	Professional Services Water Testing Samples	\$24.00
<b>Total Invoice - 23-05802</b>			<b>\$24.00</b>
Invoice - 23-06617	Influent/Effluent Testing 409-000-535-80-48-05	Materials/Testing Sewer Testing	\$367.50
<b>Total Invoice - 23-06617</b>			<b>\$367.50</b>
<b>Total 25908</b>			<b>\$1,104.50</b>
<b>Total Edge Analytical</b>			<b>\$1,104.50</b>
Fastenal Company 25909	<b>2023 - March - 2nd Council Meeting</b>		
Invoice - WAANA147521	Wipers & Gloves 409-000-535-80-31-02	Lab Supplies	\$584.55
<b>Total Invoice - WAANA147521</b>			<b>\$584.55</b>
<b>Total 25909</b>			<b>\$584.55</b>
<b>Total Fastenal Company</b>			<b>\$584.55</b>
Frontline Cleaning Services 25910	<b>2023 - March - 2nd Council Meeting</b>		
Invoice - 33923	Public Restroom Cleaning 003-000-575-50-48-05	Public Restrooms - Repair & Maint.	\$2,480.00
<b>Total Invoice - 33923</b>			<b>\$2,480.00</b>
<b>Total 25910</b>			<b>\$2,480.00</b>
<b>Total Frontline Cleaning Services</b>			<b>\$2,480.00</b>
Guardian Security 25911	<b>2023 - March - 2nd Council Meeting</b>		
Invoice - 1335716	Town Hall & Sheriff Security Monitoring 001-000-518-30-48-01	Building Repair & Maintenance Town Hall & Sheriff Alarm Monitoring	\$615.92
<b>Total Invoice - 1335716</b>			<b>\$615.92</b>
Invoice - 1342860	Maple Hall - Fire Alarm Panel Replacement 003-000-575-50-48-01	Building Repair & Maint-MH/MC	\$7,559.15
<b>Total Invoice - 1342860</b>			<b>\$7,559.15</b>
<b>Total 25911</b>			<b>\$8,175.07</b>
<b>Total Guardian Security</b>			<b>\$8,175.07</b>

H.D. Fowler Company  
25912

2023 - March - 2nd Council Meeting

Invoice - I6334020

Nylon Coated Saddle w straps

401-000-534-80-48-03

System Repair & Maintenance

\$361.49

Total Invoice - I6334020

Total 25912

Total H.D. Fowler Company

HD Supply Facilities Maint.  
25913

2023 - March - 2nd Council Meeting

Invoice - 9212394626

Bolts

001-000-518-30-48-01

Building Repair & Maintenance

\$12.15

Total Invoice - 9212394626

Total 25913

Total HD Supply Facilities Maint.

Isomedia.com

25914

2023 - March - 2nd Council Meeting

Invoice - 22387-19761

WWTP DSL

409-000-535-80-42-00

Communications

\$65.94

Total Invoice - 22387-19761

Total 25914

Total Isomedia.com

John H. Hanks

25915

2023 - March - 2nd Council Meeting

Invoice - 7369

Server Computer Maint.

001-000-518-30-48-00

Computer/Server Maintenance

\$661.23

Total Invoice - 7369

Total 25915

Total John H. Hanks

Kurium Design

25916

2023 - March - 2nd Council Meeting

Invoice - #301 31623

Restore Damaged Fish Sculptures - Flotsam & Jetsam

004-000-575-50-41-00

Professional Services

\$550.50

Total Invoice - #301 31623

Total 25916

Total Kurium Design

<b>Invoice - 063248</b>	<b>Housing Gaskets - 2009 Dodge Ram</b>		
	005-000-543-10-48-02	Vehicle Repair & Maintenance	\$91.72
<b>Total Invoice - 063248</b>			<b>\$91.72</b>
<b>Invoice - 529316</b>	<b>Air Filter - Ford 250</b>		
	401-000-534-80-48-02	Vehicle Repair & Maintenance	\$106.05
<b>Total Invoice - 529316</b>			<b>\$106.05</b>
<b>Invoice - 529320</b>	<b>Gear Oil</b>		
	401-000-534-80-48-02	Vehicle Repair & Maintenance	\$48.91
<b>Total Invoice - 529320</b>			<b>\$48.91</b>
<b>Invoice - 529350</b>	<b>Fuel Filter</b>		
	401-000-534-80-48-02	Vehicle Repair & Maintenance	\$22.98
<b>Total Invoice - 529350</b>			<b>\$22.98</b>
<b>Invoice - 529363</b>	<b>Spark Plug</b>		
	401-000-534-80-48-02	Vehicle Repair & Maintenance	\$7.21
<b>Total Invoice - 529363</b>			<b>\$7.21</b>
<b>Invoice - 529386</b>	<b>Credit from Invoice 529274</b>		
	401-000-534-80-48-02	Vehicle Repair & Maintenance	(\$7.78)
<b>Total Invoice - 529386</b>			<b>(\$7.78)</b>
<b>Invoice - 529399</b>	<b>Tractor FL 5G</b>		
	401-000-534-80-48-02	Vehicle Repair & Maintenance	\$82.66
<b>Total Invoice - 529399</b>			<b>\$82.66</b>
<b>Invoice - 529400</b>	<b>Funnel</b>		
	401-000-534-80-48-02	Vehicle Repair & Maintenance	\$27.14
<b>Total Invoice - 529400</b>			<b>\$27.14</b>
<b>Invoice - 529407</b>	<b>2.5 DEF</b>		
	412-000-554-90-48-06	Compost Machinery/Equip	\$65.77
<b>Total Invoice - 529407</b>			<b>\$65.77</b>
<b>Invoice - 529424</b>	<b>U-Bolt &amp; REP/Pipe</b>		
	005-000-543-10-48-02	Vehicle Repair & Maintenance	\$18.45
<b>Total Invoice - 529424</b>			<b>\$18.45</b>
<b>Invoice - 529440</b>	<b>Spark Plugs</b>		
	002-000-576-80-35-00	Small Tools & Equipment	\$17.40
<b>Total Invoice - 529440</b>			<b>\$17.40</b>

	<b>Invoice - 529534</b>		
	Oil Filter & 15W40 - Town Hall Generator		
	001-000-518-30-48-01	Building Repair & Maintenance	\$31.03
	<b>Total Invoice - 529534</b>		<b>\$31.03</b>
	<b>Invoice - 529561</b>		
	16OZ Motor Treatment - Town Hall Generator		
	001-000-518-30-48-01	Building Repair & Maintenance	\$9.22
	<b>Total Invoice - 529561</b>		<b>\$9.22</b>
	<b>Invoice - 529714</b>		
	2.5 DEF		
	412-000-554-90-48-06	Compost Machinery/Equip	\$49.33
	<b>Total Invoice - 529714</b>		<b>\$49.33</b>
	<b>Invoice - 529824</b>		
	DELO 400 15W40		
	412-000-554-90-48-06	Compost Machinery/Equip	\$66.76
	<b>Total Invoice - 529824</b>		<b>\$66.76</b>
<b>Total 25917</b>			<b>\$636.85</b>
<b>Total Napa Auto Parts</b>			<b>\$636.85</b>
<b>Nelson Petroleum</b>			
25918	<b>2023 - March - 2nd Council Meeting</b>		
	<b>Invoice - 0826551-IN</b>		
	WWTP Fuel		
	412-000-554-90-32-00	Fuel	\$2,910.34
	<b>Total Invoice - 0826551-IN</b>		<b>\$2,910.34</b>
<b>Total 25918</b>			<b>\$2,910.34</b>
<b>Total Nelson Petroleum</b>			<b>\$2,910.34</b>
<b>Owen Equipment</b>			
25919	<b>2023 - March - 2nd Council Meeting</b>		
	<b>Invoice - 00109735</b>		
	Fuel Cap Fill		
	005-000-543-10-48-02	Vehicle Repair & Maintenance	\$71.45
	<b>Total Invoice - 00109735</b>		<b>\$71.45</b>
<b>Total 25919</b>			<b>\$71.45</b>
<b>Total Owen Equipment</b>			<b>\$71.45</b>
<b>Pape' Machinery Exchange</b>			
25920	<b>2023 - March - 2nd Council Meeting</b>		
	<b>Invoice - 2428928</b>		
	John Deere Loader Maint.		
	412-000-554-90-48-06	Compost Machinery/Equip	\$2,450.10
	<b>Total Invoice - 2428928</b>		<b>\$2,450.10</b>
<b>Total 25920</b>			<b>\$2,450.10</b>
<b>Total Pape' Machinery Exchange</b>			<b>\$2,450.10</b>

Port of Skagit Co.

25921

2023 - March - 2nd Council Meeting

Invoice - POSFeb2023PWLease

Public Works Lease			
002-000-576-80-45-00	10% PW Lease	Rents & Leases - Short Term	\$218.64
003-000-575-50-48-06	10% PW Lease	Rents & Leases Short Term	\$218.64
005-000-542-65-49-03	10% PW Lease	Rentals/Leases - Short Term	\$218.64
401-000-534-80-45-00	40% PW Lease	Rents & Leases - Short Term	\$874.55
403-000-531-38-45-00	30% PW Lease	Rents & Leases - Short Term	\$655.91

Total Invoice - POSFeb2023PWLease

\$2,186.38

\$2,186.38

\$2,186.38

Total 25921

Total Port of Skagit Co.

Puget Sound Energy

25922

2023 - March - 2nd Council Meeting

Invoice - PSEMar#2-2023

Utility - Electric			
001-000-518-30-47-00	204 Douglas St -Town Hall	Public Utility Services	\$193.11
001-000-522-20-47-00	12142 Chilberg - Fire Dept	Public Utility Services	\$365.29
002-000-576-80-47-00	1339 Connor Way - Pioneer Park Gazebo	Public Utility Services	\$122.46
002-000-576-80-47-00	100 Washington Ave Light- St End Park	Public Utility Services	\$161.63
002-000-576-80-47-00	1339 Conner Way Lights - Pioneer Park Lights	Public Utility Services	\$53.66
002-000-576-80-47-00	100 Morris - Gilkey Square	Public Utility Services	\$20.94
003-000-575-50-47-01	104 Commercial - Maple Hall	Public Utility Services-MH/MC	\$10.85
003-000-575-50-47-02	622 S 2nd Street - Garden Club	Public Utility Services-GC	\$42.66
003-000-575-50-47-05	613 1st Street - Public Restroom	Public Utility Svcs-Restrooms	\$141.32
003-000-575-50-47-05	304 Morris St -Public Restroom	Public Utility Svcs-Restrooms	\$158.52
005-000-542-63-47-00	125 1st Street LC Post Office #300000002505	Public Utility Services	\$560.71
005-000-542-63-47-00	12100 Chilberg - Flag pole/Monument lights	Public Utility Services	\$18.24

005-000-542-63-47-00	Public Utility Services	\$796.59
	Street lights Acct #300000001705	
005-000-542-63-47-00	Public Utility Services	\$298.08
	Annual Bill/Credit on 1st Street Lights #220005384221	
005-000-542-63-47-00	Public Utility Services	\$69.04
	3rd & Douglas	
401-000-534-80-47-00	Public Utility Services	\$15.89
	1200 S 4th St - Water Tank	
401-000-534-80-47-00	Public Utility Services	\$340.19
	604 N 3rd Street - PW Shop-300000002695	
403-000-531-38-47-00	Public Utility Service	\$12.14
	1340 Connor Way - Water Shack	
403-000-531-38-47-00	Public Utility Service	\$71.54
	102 S 6th St - Drainage Pump	
403-000-531-38-47-00	Public Utility Service	\$184.69
	213 Caledonia - Drainage Pump	
409-000-535-80-47-00	Public Utility Services	\$59.22
	622 1st Street - Sewage Vault	
409-000-535-80-47-00	Public Utility Services	\$10.21
	12154 Chilberg - WWTP Fuel Station	
409-000-535-80-47-00	Public Utility Services	\$34.04
	602 N 3rd Street - Pump	

**Total Invoice - PSEMar#2-2023** \$3,741.02  
\$3,741.02  
\$3,741.02

**Total Puget Sound Energy**

**Pye - Barker Fire & Safety  
25923**

2023 - March - 2nd Council Meeting			
Invoice - PSI989225			
Emergency Kit Refill & Annual	Fire Extinguisher Inspections		
409-000-535-80-48-01	Plant Repair & Maintenance		\$403.07
412-000-554-90-48-01	Building Repair & Maintenance		\$403.07
<b>Total Invoice - PSI989225</b>			<b>\$806.14</b>
			<b>\$806.14</b>
			<b>\$806.14</b>

**Total 25923**  
**Total PvE - Barker Fire & Safety**

Rubenstein, Kim 25924

2023 - March - 2nd Council Meeting  
**Invoice - RubensteinGCDepRef3/18/23**  
Rubenstein Garden Club Dep Ref 3/18/23  
003-000-582-10-00-00      Maple Hall/Garden Club Deposit Refund      \$215.00  
**Total Invoice - RubensteinGCDepRef3/18/23**  
\$215.00  
\$215.00  
\$215.00  
\$215.00

Total 25924

Skagit - 911

25925	2023 - March - 2nd Council Meeting		
	Invoice - 3837		
		<b>User Fee &amp; Maint.</b>	
	001-000-522-20-49-04	Skagit 911-Fire dispatch	\$361.00
	Qtrly Agency fee		
	001-000-522-20-49-04	Skagit 911-Fire dispatch	\$196.00
		Radio Maint Fees	
		<b>Total Invoice - 3837</b>	<b>\$557.00</b>
<b>Total 25925</b>			<b>\$557.00</b>
<b>Total Skagit - 911</b>			<b>\$557.00</b>

Skagit Co. Planning & Development Services

25926	2023 - March - 2nd Council Meeting		
	Invoice - SkaCoPln3/21/23		
		<b>BP23-0228 - Park Pavillion Plan Check Fee</b>	
	002-000-594-76-63-01	Park Capital Projects	\$314.93
		<b>Total Invoice - SkaCoPln3/21/23</b>	<b>\$314.93</b>
<b>Total 25926</b>			<b>\$314.93</b>
<b>Total Skagit Co. Planning &amp; Development Services</b>			<b>\$314.93</b>

Superior Systems Inc

25927	2023 - March - 2nd Council Meeting		
	Invoice - S202310345		
		<b>Kiosk Bases</b>	
	002-000-576-80-48-01	Building Repair & Maintenance	\$1,917.24
		<b>Total Invoice - S202310345</b>	<b>\$1,917.24</b>
<b>Total 25927</b>			<b>\$1,917.24</b>
<b>Total Superior Systems Inc</b>			<b>\$1,917.24</b>

U.S. Bank

25928	2023 - March - 2nd Council Meeting		
	Invoice - ACE3/9/23		
		<b>Coupling BRS</b>	
	403-000-531-38-48-03	System Repair & Maintenance	\$23.58
		<b>Total Invoice - ACE3/9/23</b>	<b>\$23.58</b>
	Invoice - Amazon1626635		
		<b>Owl 3 w Extended Audio Reach</b>	
	001-000-513-10-35-00	Admin Small Tools & Equipment	\$385.00
	001-000-514-23-35-00	Small Tools & Equipment	\$385.00
	001-000-518-30-31-00	Office & Operating Supplies	\$638.54
		<b>Total Invoice - Amazon1626635</b>	<b>\$1,408.54</b>
	Invoice - Amazon1698643		
		<b>LED Wrap Lights, Safety Knee Pads</b>	
	003-000-575-50-48-05	Public Restrooms - Repair & Maint.	\$145.55
		<b>Total Invoice - Amazon1698643</b>	<b>\$145.55</b>

<b>Invoice - Amazon7793060</b>			
<b>USB C Cable</b>			
001-000-518-30-31-00	Office & Operating Supplies		\$7.59
<b>Total Invoice - Amazon7793060</b>			<b>\$7.59</b>
<b>Invoice - Amazon8361015</b>			
<b>Fluted Saddle Mill</b>			
003-000-575-50-48-01	Building Repair & Maint-MH/MC		\$29.33
<b>Total Invoice - Amazon8361015</b>			<b>\$29.33</b>
<b>Invoice - Amazon9343404</b>			
<b>Ink Cartridges &amp; Pens</b>			
001-000-518-30-31-00	Office & Operating Supplies		\$53.16
<b>Total Invoice - Amazon9343404</b>			<b>\$53.16</b>
<b>Invoice - Amazon9495439</b>			
<b>Photocell Sensor/Switch/Post Light Control &amp; Saw Blades</b>			
002-000-576-80-48-01	Building Repair & Maintenance		\$52.66
<b>Total Invoice - Amazon9495439</b>			<b>\$52.66</b>
<b>Invoice - Amazon9653039</b>			
<b>Weld-on Square Tube Jack</b>			
403-000-531-38-48-03	System Repair & Maintenance		\$209.16
<b>Total Invoice - Amazon9653039</b>			<b>\$209.16</b>
<b>Invoice - CenWld-319918</b>			
<b>Steel Wire, Nozzle Slip &amp; Tip</b>			
403-000-531-38-48-03	System Repair & Maintenance		\$129.76
<b>Total Invoice - CenWld-319918</b>			<b>\$129.76</b>
<b>Invoice - Crashpln2/20/23</b>			
<b>Server Backup</b>			
001-000-518-30-48-00	Computer/Server Maintenance		\$54.20
	Server Backup		
<b>Total Invoice - Crashpln2/20/23</b>			<b>\$54.20</b>
<b>Invoice - ERWOW2/21/23</b>			
<b>Saltwater Intrusion Class - Lease</b>			
401-000-534-80-49-02	Training & Meetings		\$130.00
<b>Total Invoice - ERWOW2/21/23</b>			<b>\$130.00</b>
<b>Invoice - HmDepot2/18/23</b>			
<b>Brass Gauge</b>			
001-000-522-20-48-01	Building Repair & Maintenance		\$23.38
<b>Total Invoice - HmDepot2/18/23</b>			<b>\$23.38</b>
<b>Invoice - IMSARenewal</b>			
<b>Annual Fees</b>			
005-000-543-10-41-00	Professional Services		\$100.00
<b>Total Invoice - IMSARenewal</b>			<b>\$100.00</b>
<b>Invoice - INV189494818</b>			
<b>Zoom Fees</b>			
001-000-518-30-31-00	Office & Operating Supplies		\$240.78
<b>Total Invoice - INV189494818</b>			<b>\$240.78</b>

<b>Invoice - Lowes2/13/23</b>			
<b>Cartridge Fuse</b>			
003-000-575-50-48-01	Building Repair & Maint-MH/MC		\$21.24
<b>Total Invoice - Lowes2/13/23</b>			<b>\$21.24</b>
<b>Invoice - OlyPCam2/15/23</b>			
<b>Action Days - Paking Fees</b>			
001-000-513-10-43-01	Admin Travel		\$10.00
<b>Total Invoice - OlyPCam2/15/23</b>			<b>\$10.00</b>
<b>Invoice - Shell2/24/23</b>			
<b>PW Fuel</b>			
401-000-534-80-32-00	Fuel		\$113.28
<b>Total Invoice - Shell2/24/23</b>			<b>\$113.28</b>
<b>Invoice - Shell2/27/23</b>			
<b>PW Fuel</b>			
401-000-534-80-32-00	Fuel		\$102.05
<b>Total Invoice - Shell2/27/23</b>			<b>\$102.05</b>
<b>Invoice - TyRayCafe2/15/23</b>			
<b>Action Days - Meal</b>			
001-000-513-10-43-01	Admin Travel		\$16.21
<b>Total Invoice - TyRayCafe2/15/23</b>			<b>\$16.21</b>
<b>Invoice - TyRayCfe2/15/23</b>			
<b>Action Days - Meal</b>			
001-000-513-10-43-01	Admin Travel		\$12.34
<b>Total Invoice - TyRayCfe2/15/23</b>			<b>\$12.34</b>
<b>Invoice - Amazon4530605</b>			
<b>Charger Cable</b>			
001-000-518-30-31-00	Office & Operating Supplies		\$7.44
<b>Total Invoice - Amazon4530605</b>			<b>\$7.44</b>
<b>Total 25928</b>			<b>\$2,890.25</b>
<b>Total U.S. Bank</b>			<b>\$2,890.25</b>
<b>USA Bluebook</b>			
<b>25929</b>	<b>2023 - March - 2nd Council Meeting</b>		
	<b>Invoice - 295807</b>		
	<b>Nitrate Nitrogen, Nitrate ISA, Replacement Cap &amp; PH Electrode</b>		
	409-000-535-80-31-02	Lab Supplies	\$947.73
	<b>Total Invoice - 295807</b>		<b>\$947.73</b>
	<b>Invoice - 297053</b>		
	<b>PH Buffer Packs, Sensors, Testers</b>		
	401-000-534-80-35-00	Small Tools & Equipment	\$749.50
	<b>Total Invoice - 297053</b>		<b>\$749.50</b>
<b>Total 25929</b>			<b>\$1,697.23</b>
<b>Total USA Bluebook</b>			<b>\$1,697.23</b>

Ven Tek International  
25930

2023 - March - 2nd Council Meeting

Invoice - 135949

Monthly Payment Station Fees

002-000-576-80-41-00	Professional Services	\$203.63
005-000-542-65-48-00	Repair & Maintenance	\$203.62

Total Invoice - 135949

Total 25930  
Total Ven Tek International

Verizon Wireless  
25931

2023 - March - 2nd Council Meeting

Invoice - 9929485810

Cell Phones

001-000-513-10-42-00	Mayor's Communications	\$52.99
001-000-521-70-42-00	Communications-Code Enf	\$46.50
001-000-522-20-42-00	Code Enforcement	\$46.50
001-000-575-50-42-00	Communications	\$52.99
001-000-534-80-42-00	Senior Center Communications	\$429.73
	Public Works	

Total Invoice - 9929485810

Total 25931  
Total Verizon Wireless

WA State DOR - Excise Tax  
2018093

2023 - March - 2nd Council Meeting

Invoice - DORFeb2023ExciseTax

February 2023 Excise Tax

401-000-534-80-49-03	Excise Taxes	\$4,345.91
403-000-531-38-49-03	Excise Taxes	\$617.53
409-000-535-80-49-01	Excise Taxes	\$1,183.59
412-000-554-90-49-01	Compost Sales Tax	\$151.55
412-000-554-90-49-02	Excise Taxes	\$1,195.52

Total Invoice - DORFeb2023ExciseTax

Total 2018093  
Total WA State DOR - Excise Tax

Grand Total	Vendor Count	37	\$119,776.23
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# Town of La Conner

I, the undersigned, do hereby certify under penalty of perjury that the wages and benefits for the period **March 1, 2023** through **March 15, 2023** are a just, due and unpaid obligation against the Town of La Conner, and that I am authorized to certify to said claim.

  
\_\_\_\_\_  
Maria De Goede, Finance Director

We, the undersigned Town Council of the Town of La Conner, Skagit County, Washington, do hereby certify that:

Payroll checks numbered 5695 through 5700	\$3,349.06
Auto Payroll Taxes #2018092	\$7,360.85
Payroll auto deposit	<u>\$22,039.14</u>
	\$32,749.05

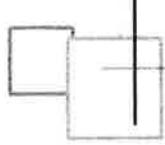
are approved for a total payment of \$32,749.05 this 28<sup>th</sup> day of March 2023.

\_\_\_\_\_  
Councilmember – Finance Committee

\_\_\_\_\_  
Councilmember – Finance Committee

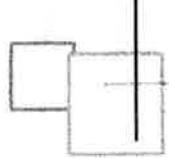
\_\_\_\_\_  
Councilmember

# Register



Check Number	Name	Description	Amount
5695	Dept of Labor & Industry	2023 - March - 2nd Council Meeting	\$2,420.56
5696	Employment Security	2023 - March - 2nd Council Meeting	\$93.83
5697	Employment Security Dept. Paid Family & Medical Leave	2023 - March - 2nd Council Meeting	\$182.07
5698	North Coast Credit Union	2023 - March - 2nd Council Meeting	\$50.00
5699	Teamsters Local No. 231	2023 - March - 2nd Council Meeting	\$132.50
5700	Washington State Support Registry	2023 - March - 2nd Council Meeting	\$470.10
2018092	Washington Federal	2023 - March - 2nd Council Meeting	\$7,360.85
Direct Deposit Run - 3/16/2023	Payroll Vendor	2023 - March - 2nd Council Meeting	\$22,039.14
			<b>\$32,749.05</b>

# Register Activity



Name	Run Name	Post Date	Amount
Direct Deposit Run - 3/16/2023	Payroll Vendor	2023 - March - 2nd Council Meeting	\$22,039.14
Ells, Ajah G	ACH Pay - 6322	Posting Run - 3/16/2023 9:14:16 AM	\$1,680.56
Hillard, Margaret A	ACH Pay - 6323	Posting Run - 3/16/2023 9:14:16 AM	\$518.40
Kerley-DeGoede, Maria A	ACH Pay - 6324	Posting Run - 3/16/2023 9:14:16 AM	\$2,257.55
Lease, Brian	ACH Pay - 6325	Posting Run - 3/16/2023 9:14:16 AM	\$2,913.80
Lovejoy, Lynne	ACH Pay - 6326	Posting Run - 3/16/2023 9:14:16 AM	\$695.35
Moore, Andrea L	ACH Pay - 6327	Posting Run - 3/16/2023 9:14:16 AM	\$1,749.02
Palaniuk, Kevin R	ACH Pay - 6328	Posting Run - 3/16/2023 9:14:16 AM	\$2,286.11
Park, Todd W	ACH Pay - 6329	Posting Run - 3/16/2023 9:14:16 AM	\$2,303.94
Pena-Ayon, Manuel A	ACH Pay - 6330	Posting Run - 3/16/2023 9:14:16 AM	\$1,063.80
Reinstra, Aaron M.	ACH Pay - 6331	Posting Run - 3/16/2023 9:14:16 AM	\$1,837.26
Sherman, Albert R	ACH Pay - 6332	Posting Run - 3/16/2023 9:14:16 AM	\$1,850.38
Thomas, Scott G	ACH Pay - 6333	Posting Run - 3/16/2023 9:14:16 AM	\$2,882.97
			<b>\$22,039.14</b>

# Unfinished Business

- 1) Center Street Project – No Insert**
- 2) Jenson Property – No Insert**
- 3) Ordinance – Amendment to Ordinance 1221  
Establishing the Emergency Management Commission**
- 3) Resolution – Amendment to Resolution 620 Naming  
the Emergency Management Commissioners**

**Ordinance – Amendment to Ordinance 1221  
Establishing the Emergency Management Commission**

## TOWN OF LA CONNER



Ordinance No. 1221

### AN ORDINANCE REVISING CHAPTER 2.225 OF THE LA CONNER MUNICIPAL CODE

**WHEREAS**, The Town Council of the Town of La Conner desires to take steps to plan for potential future disasters, and update its procedures for responding to disasters;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF LA CONNER:**

**Section 1.** That Section 2.225.010 of the La Conner Municipal Code is hereby amended, the revised section to read as follows:

#### **2.225.010 Created.**

An advisory emergency management commission is hereby created. The advisory commission shall consist of five six voting members, plus two nonvoting councilmembers. At least three of the commission members shall be legal voters of the town of La Conner, and the remaining two members may be drawn from within the boundaries of the La Conner School District. The mayor shall fill the vacancies of voting members with the consent of the town council. Nonvoting councilmembers shall be selected by the council as a whole. The initial terms of office for three members shall be three years, a fourth member shall have an initial term of four years, and a fifth member an initial term of five years. After the initial term, the public members of the commission shall be appointed by the mayor with the consent of the town council to serve for a three-year term, or until their successors are appointed. Members shall be chosen based upon:

A. Desire to serve;

B. Expertise in a field related to flood control, environmental science, meteorology, civil or structural engineering, grant research and writing, emergency management, and associated topics beneficial to emergency planning; and

C. Organizational skills.

/ / /

Adopted by a vote of the La Conner Town Council this \_\_\_\_\_ day of March, 2023.

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Ramon Hayes, Mayor

ATTEST:

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Maria DeGoede, Town Clerk

APPROVED AS TO FORM:

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Scott G. Thomas, Town Attorney

**Resolution – Amendment to Resolution 620 Naming the  
Emergency Management Commissioners**

# ***Town of La Conner***



**RESOLUTION NO. \_\_\_\_\_**

## **A RESOLUTION CONSENTING TO THE MAYOR'S APPOINTMENTS TO THE LA CONNER EMERGENCY MANAGEMENT COMMISSION**

**WHEREAS**, LCMC 2.225.010 authorizes the Mayor to appoint citizens to serve on the La Conner Emergency Management Commission, and

**WHEREAS**, the Mayor has appointed Jamie Joy Throgmorton to the Commission for a term that expires on March 14, 2026, and

**WHEREAS**, the Town Council desires to consent and approve the appointments;

**NOW THEREFORE BE IT RESOLVED**, the Town Council of the Town of La Conner consents and approves of the appointment of Jamie Joy Throgmorton to the Emergency Management Commission for the Town of La Conner, consistent with the term of office defined above.

Approved by vote of the La Conner Town Council this 28<sup>th</sup> day of March, 2023.

**TOWN OF LA CONNER, WASHINGTON**

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Ramon Hayes, Mayor

ATTEST:

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Maria DeGoede, Finance Director

Approved as to form:

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Scott Thomas, Town Attorney

# New Business

- 1) **Surplus – 2004 Screen-It, Roadrunner (WWTP)**



## INVITATION TO BID

Screen-It, Roadrunner

Model No.: 4101 (4X10)

Serial No.: #12X35# 5776

Motor: Deutz 4 Cylinder Diesel, Model No. F4L1011F

Hours: 5305

This screener is being surplused by the Town of La Conner, through a sealed bid process. This screener is being sold with no warranties or guaranties. Testing of this screener will not be available at any time, prior to the sale. This screener will be available for public viewing on April 3 & 4, 2023 at the hours of 8:30 am to 3:00 pm at the La Conner Waste Water Treatment Plant, located at 12154 Chilberg Road, La Conner WA 98257.

**Minimum set bid: \$24,000, Bid open Thursday April 6, 2023 at 10:00 AM**

Bids will be received by the Town Finance Director at the La Conner Town Hall 204 Douglas Street, La Conner, WA 98257 or mailed directly to the Town of La Conner Attention Maria DeGoede, Finance Director, Post Office Box 400 La Conner, WA 98257, until April 6, 2023 at 10:00 am and shortly thereafter will be publicly opened at the Town Hall and read out. High bid will have a maximum of 24 hours to deliver a certified or cashers check or forfeit to runner-up.