



TOWN COUNCIL AGENDA

January 14, 2025, 6PM

Maple Hall.

204 Commercial Street

Skagit County Washington
Incorporated 1890
www.townoflaconner.org

I. Call to Order

II. Pledge of Allegiance

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

IV. Presentations: David Cram of the La Conner School District

V. CONSENT AGENDA

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

1. Approval of the Minutes: Council Meetings of December 10, 2024 & Special Meeting of December 27, 2024
2. Finance:
Approval of Accounts Payable for December 2024 Closeout & January 1-14, 2025
Approval Payroll

B. Items Removed from the Consent Agenda

VI. REPORTS

1. Chamber Report
2. Revenue /Expenditure Report
3. Department Head Reports
4. Mayor's Report
5. Council Committee Reports

VII. UNFINISHED BUSINESS:

1. Center Street Project - Discussion

VIII. NEW BUSINESS

1. Agreements – National Hose Testing Specialties (Ladder & Fire Hose)
2. Bid Recommendation – Discount Fence for Maple Field
3. Agreement - Maple Hall HVAC Maintenance Agreement/Attachment (D.K. Systems)
4. Agreement – Pye Barker Company Service of Maple Hall
5. Resolution – In Support of La Conner School Levy.
6. Permit Waiver – Skagit County Historical Museum (Jo Wolf)

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.

Town Hall Meetings are available for viewing only on our live portal at www.townoflaconner.com "technology permitting".

Consent Agenda

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

Council Meeting Minutes – Dec. 10, 2024

Town of La Conner
Town Council Meeting
December 10, 2024 – 6:00 p.m.

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

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 Reinstro, WWTP Operator Wynn and Sgt. Holmes of the Sheriff's Department.

Public Comments: No Comments

Consent Agenda:

Approval of Agenda

Approval of the Minutes of the November 26, 2024 Council Meeting.

Checks	27622 - 27665	\$117,899.96
Electronic Pmts.	2018290 – U.S. Bank	\$55.03
	2018291 – Invoice Cloud	\$198.20
	Total Accounts Payable	\$118,153.19

Payroll of December 5, 2024:

Checks 6003 - 6010	\$2,405.08	
AWC Benefit Trust	#2018285	\$10,743.68
Deferred Comp	#2018286	\$2,488.74
PERS Retirement	#2018287	\$11,829.95
Teamsters Benefit	#2018288	\$8,926.00
Auto Payroll Taxes	#2018289	\$9,933.25
<u>Payroll Auto Deposit</u>		\$27,706.99
	Total Payroll	\$74,033.69

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

Chamber Report:

Chamber Director Hurst reported the Ladies Night Shopping and the Christmas Tree Lighting were successful. He is now working on the Birding Festival scheduled for January 25th and 26th, a rocks scavenger hunt in Town in February, the day Murder Mystery set for March 6th and 7th and the Daffodil Festival in March. He has media posts to encourage Christmas shopping in La Conner.

Revenue & Expenditure Reports:

Mayor Hanneman noted taxes have reached or exceeded the budget estimate except the property tax is at 95%.

Department Head Reports:

Planning Department:

Planner Davolio reminded everyone of the Public Meeting on the Moore Clark Subarea Plan tomorrow. They should have a report of the results of the plan by the end of the year.

WWTP:

Plant Operator Wynn explained the recent decline of the waste processing is due to Tulalip now bringing theirs to Arlington, which has been a hit for the last three months.

Code Enforcement:

Code Enforcement Officer Reinstro discussed the need to revise the Codes for parking on First Street now that it is one-way.

Fire Department:

Fire Chief Reinstro announced the upcoming chowder or Chili Feed. They haven't decided on which. It will be on January 25th from 3pm to 6pm. The location will probably be at the La Conner Middle School.

Sheriff's Department:

Sgt. Holmes of the Sheriff's Department noted all was going well and it has been quiet.

Mayor's Report:

Mayor Hanneman reminded everyone the Arts Commission is looking for 2 positions to fill and possibly a third one in spring of next year.

Council Committee Reports:

Facilities Committee:

Councilmember Carlson discussed the need to repair the piano in the Garden Club

Emergency Management Commission:

Councilmember Dole commented on the two-year process of putting together the Emergency Management Plan involving seven commissioner's participation.

Center Street Project:

Planner Davolio was contacted by the project representatives. They believe they have worked out the elevator issues and will have the plans to the Town by the end of the year.

Ordinance 1252 – 2024 Budget Amendment:

Finance Director DeGoede explained this amendment addresses the newcomer's fees and payout in the Water Fund. Also, the last amendment included a grant increase of \$50,000 for revenues and expenditure. She had to do a negative amendment for the general fund as there was no place to fully enter the expenditures. She did increase the Contracted Planning line but the rest had to be deducted as it flows through to cover the Planning Assistants time in wages and benefits.

Councilmember Wohleb moved to approve the Ordinance 1252 amending the 2024 Budget. Motion seconded by Councilmember Carlson. Motion carried 5/0.

Public Hearing – 2025 Final Budget:

Mayor Hanneman opened the Public Hearing at 6:28

No Comments.

Mayor Hanneman closed the Public Hearing at 6:29

Ordinance 1253 – 2025 Final Budget:

Finance Director DeGoede explained a few changes as follows:

- Increased the expenditures in both the Sewer and Compost funds to meet the WWTP Agreement increase approved at the last meeting.
- Added the Fire Boat expenditures and expected revenues to the General Fund.
- Increased the expenditures of the Senior Center to cover the need for a lap top for the Senior Center Coordinator.

Councilmember Wohleb moved to approve Ordinance 1253, the 2025 Budget. Motion seconded by Councilmember Carlson. Motion carried 5/0.

Agreement – Fire Boat:

Administrator Thomas explained he was unable to get the agreement in the packet as it needs more time for review. However, there will be a special meeting before the end of the year for Council approval. Councilmember Carlson and Fire Chief Reinstra will get together to further review the agreement.

Resolution 650 – Emergency Management Plan:

There were discussions on providing a cheat sheet or flip chart for quick reference during an emergency event.

Councilmember Dole moved to approve Resolution 650, the Emergency Management Plan. Motion seconded by Councilmember Taylor. Motion carried 5/0.

Agreement – 2025 TIB Grant:

Public Works Director explained the Pedestrian Improvement Grant, for \$290,000, will complete the Washington and Road Streets, including the drainage.

Councilmember Taylor moved to approve the Mayor to sign the TIB Pedestrian Improvement Grant.
Motion seconded by Councilmember Carlson. Motion carried 5/0.

Agreement – Frontline Cleaning (Public Restroom Cleaning):

Public Works Director stated this is an annual agreement for the cleaning of the Public Restrooms. The difference from last year is it will cover the full year.

Councilmember Chamberlain moved to approve the Mayor to sign the Agreement with Frontline Cleaning.
Motion seconded by Councilmember Wohleb. Motion carried 5/0.

Mayor Pro Tem:

Finance Director DeGoede stated the Agenda indicated Councilmember Carlson was next for the position, but after reviewing the past assignments, Councilmember Chamberlain is next to be appointed.

Councilmember Wohleb moved to approve Councilmember Chamberlain as Mayor Pro Tem from January 1, 2025 through June of 2025. Motion seconded by Councilmember Dole. Motion carried 5/0.

Councilmember Wohleb requested resending the appointment of Councilmember Chamberlain as Mayor Pro Tem for the remainder of December 2024, voted on at the last meeting. She will be available to complete her appointment through December 2024:

Councilmember Chamberlain moved to approve the request to resend her appointment of Mayor Pro Tem for December 2024. Motion seconded by Councilmember Wohleb. Motion Carried 5/0.

Cancellation of the November 24, 2024 Council Meeting:

Finance Director DeGoede requested a motion to cancel the next meeting and approval for the claims and payroll, scheduled for the canceled meeting, to be signed by the three Councilmembers.

Councilmember Chamberlain moved to approve the cancellation of the November 24, 2024 Council Meeting and for Councilmembers to sign the Claims and Payroll scheduled for the meeting. Motion seconded by Councilmember Dole. Motion carried 5/0.

Mayor Roundtable:

Councilmember Chamberlain discussed a Fish and Wildlife grant. She will send the information to the Administrator.

There being no further business the meeting ended at 6:51 p.m.

Maria DeGoede, Finance Director

Marna Hanneman, Mayor

**Special Council Meeting Minutes –
Dec. 27, 2024**

Town of La Conner

Town Council Special Meeting
December 27, 2024, 10:00 a.m.
Town Hall – 204 Douglas Street

Present: Councilmembers Taylor, Carlson, Dole, Chamberlain and Wohleb
Also Present: Administrator Thomas and Finance Director DeGoede

The meeting was called to order by Mayor Hanneman.

Administrator Thomas explained the Agreement for the Fireboat with Full-Time Custom Fabrication and Machine Shop has to be approved, signed and returned before the end of the year. The Town received three bids and theirs was the lowest at \$366,923. For funding, we have the \$163,500 from the Fire Reserve and the Port has committed to \$100,00 for 2025 and 2026. They are working on the possibility of paying the full \$200,000 in 2025. The Fire Department is fundraising and he and the Mayor are working on funds from the refineries and the State. He confirmed there will be adequate funds to pay for the boat.

Councilmember Wohleb moved to approve the agreement with Full-Time Custom Fabrication and Machine Shop for the building of the Fireboat. Motion seconded by Councilmember Dole. Motion carried 5/0.

There being no further business the meeting ended at 10:12 a.m.

Maria DeGoede, Finance Director

Marna Hanneman, Mayor

Accounts Payable – 2024 Closeout



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 **the December 2024 Closeout** Claims have been received and that;

Checks Numbered: 27705 - 27747 \$163,557.21

Are approved for a total payment of \$163,557.21 this 14th day of January 2025.

Mark S. DeSob
Finance Director

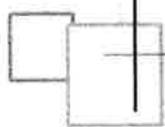
Finance Director

Councilmember – Finance Committee

Councilmember – Finance Committee

Councilmember

Voucher Directory



Fiscal: : 2024 - December
 Council Date: : 2024 - December - December Closeout

Vendor	Number	Reference	Account Number	Description	Amount
Ackermann Electric Co.	27705			2024 - December - December Closeout	
Invoice - 3041					
			Disconnect Mixer Moter 412-000-554-90-48-06	Compost Machinery/Equip	\$147.15
		Total Invoice - 3041			\$147.15
	Total 27705				\$147.15
Total Ackermann Electric Co.					\$147.15
Andrea's House Cleaning Services	27706			2024 - December - December Closeout	
Invoice - 2064					
			Maple Hall/Sheriff Cleaning 001-000-518-30-48-01	Building Repair & Maintenance	\$350.00
		Total Invoice - 2064			\$350.00
	Total 27706				\$350.00
Total Andrea's House Cleaning Services					\$350.00
Barron	27707			2024 - December - December Closeout	
Invoice - 295449910					
			Diagnostics of Fire Hall Water Heater and Copper Lines 001-000-522-20-48-01	Building Repair & Maintenance	\$189.35
		Total Invoice - 295449910			\$189.35
	Total 27707				\$189.35
Total Barron					\$189.35
Beckwith Consulting Group	27708			2024 - December - December Closeout	
Invoice - BeckwithDec2024Pmt4					
			Moore Clark Subara Plan Pmt 4 001-000-558-70-49-00	Economic Development	\$5,863.26
		Total Invoice - BeckwithDec2024Pmt4			\$5,863.26
	Total 27708				\$5,863.26
Total Beckwith Consulting Group					\$5,863.26

Vendor	Number	Reference	Account Number	Description	Amount
Bowman Consulting Group Ltd.	27709			2024 - December - December Closeout	
		Invoice - 4067-22412043			
		Tribal Rates			
		409-000-535-80-41-00		Professional Services	\$8,032.50
		Total Invoice - 4067-22412043			\$8,032.50
		Total 27709			\$8,032.50
Total Bowman Consulting Group Ltd.					\$8,032.50
Builders Alliance	27710			2024 - December - December Closeout	
		Invoice - 1236737			
		OSS Board Sheathing			
		001-000-522-20-48-01		Building Repair & Maintenance	\$1,013.78
		Total Invoice - 1236737			\$1,013.78
		Invoice -1236304			
		Ground Cont.			
		002-000-576-80-48-01		Building Repair & Maintenance	\$34.27
		Total Invoice -1236304			\$34.27
		Total 27710			\$1,048.05
Total Builders Alliance					\$1,048.05
Canon Financial Services INC.	27711			2024 - December - December Closeout	
		Invoice - 36871313			
		Copier Lease			
		001-000-518-30-40-00		Lease Agreement Tax	\$10.47
		001-000-591-31-70-00		Rents & Leases - Longterm	\$121.67
		70%			
		401-000-534-80-40-00		Lease Agreement Tax	\$2.24
		401-000-591-31-70-00		Rents & Leases - Longterm	\$26.07
		15%			
		409-000-535-80-40-00		Lease Agreement Tax	\$2.24
		409-000-591-31-70-00		Rents & Leases - Longterm	\$26.07
		15%			
		Total Invoice - 36871313			\$188.76
		Total 27711			\$188.76
Total Canon Financial Services INC.					\$188.76
Cascade Natural Gas Corp	27712			2024 - December - December Closeout	
		Invoice - CascadeNatGasDec2024			
		Utility - Gas			
		001-000-518-30-47-00		Public Utility Services	\$382.86
		204 Douglas-Town Hall			

Customer	Number	Reference	Account Number	Description	Amount
			001-000-522-20-47-00	Public Utility Services 12142 Chilberg-Fire Hall	\$391.20
			003-000-575-50-47-01	Public Utility Services-MH/MC 108 Commercial-MH/MC	\$301.72
			003-000-575-50-47-02	Public Utility Services-GC 622 S 2nd Street-GC	\$401.94
			401-000-534-80-47-00	Public Utility Services 604 N 3rd Street - PW	\$521.26
			409-000-535-80-47-00	Public Utility Services 12154 Chilberg - WWTP	\$502.26
			409-000-535-80-47-00	Public Utility Services 12154 B Chilberg - Sewer	\$431.73
			Total Invoice - CascadeNatGasDec2024		\$2,932.97
	Total 27712				\$2,932.97
Total Cascade Natural Gas Corp					\$2,932.97
City of Anacortes					
	27713			2024 - December - December Closeout	
			Invoice - CityofAnacortesDec2024		
			Dec 2024 Water Charges		
			401-000-534-80-33-00	Purchase of Wholesale Water	\$30,643.00
			Water sales		
			Total Invoice - CityofAnacortesDec2024		\$30,643.00
	Total 27713				\$30,643.00
Total City of Anacortes					\$30,643.00
Clyde Shavers					
	27714			2024 - December - December Closeout	
			Invoice - ShaversMHDepRef12/15/24		
			Shavers Maple Hall Dep Ref 12/15/24		
			003-000-582-10-00-00	Maple Hall/Garden Club Deposit Refund	\$432.50
			Total Invoice - ShaversMHDepRef12/15/24		\$432.50
	Total 27714				\$432.50
Total Clyde Shavers					\$432.50
Copiers Northwest					
	27715			2024 - December - December Closeout	
			Invoice - INV2934522		
			Copies		
			001-000-518-30-31-00	Office & Operating Supplies	\$36.53
			70		
			401-000-534-80-31-00	Office & Operating Supplies	\$7.83
			15		
			409-000-535-80-31-00	Office & Operating Supplies	\$7.83

Customer Number	Reference	Account Number	Description	Amount
		15		
Total 27715	Total Invoice - INV2934522			\$52.19
Total Copiers Northwest				\$52.19
				\$52.19
Crystal Springs				
27716			2024 - December - December Closeout	
	Invoice - 5383122 122524			
	Distilled Water			
	409-000-535-80-31-02		Lab Supplies	\$88.99
			WWTP Distilled Water	
	Total Invoice - 5383122 122524			\$88.99
Total 27716				\$88.99
Total Crystal Springs				\$88.99
				\$88.99
Eurofins Environment Testing NW				
27717			2024 - December - December Closeout	
	Invoice - 24-36753			
	Influent/Effluent Testing			
	409-000-535-80-48-05		Materials/Testing	\$388.50
	Total Invoice - 24-36753			\$388.50
	Invoice - 24-38114			
	Effluent Testing			
	409-000-535-80-48-05		Materials/Testing	\$49.50
	Total Invoice - 24-38114			\$49.50
Total 27717				\$438.00
Total Eurofins Environment Testing NW				\$438.00
				\$438.00
Farmers Equipment Company Inc				
27718			2024 - December - December Closeout	
	Invoice - BUR-2011907			
	Checked the Conveyor Tensioners- Needs to be repaired or Rebuilt			
	412-000-554-90-48-06		Compost Machinery/Equip	\$232.27
	Total Invoice - BUR-2011907			\$232.27
Total 27718				\$232.27
Total Farmers Equipment Company Inc				\$232.27
				\$232.27

Vendor	Number	Reference	Account Number	Description	Amount
Fastenal Company	27719			2024 - December - December Closeout	
		Invoice - WAANA159655			
		Caution Blue Paint (Marking Paint)			
		401-000-534-80-48-03		System Repair & Maintenance	\$316.03
		Total Invoice - WAANA159655			\$316.03
		Invoice - WAANA159679			
		Garbage Bags, TP, Cleaner & Gloves			
		003-000-575-50-31-05		Public Restroom Supplies	\$465.36
		Total Invoice - WAANA159679			\$465.36
		Invoice - WAANA159680			
		Gloves			
		409-000-535-80-31-02		Lab Supplies	\$349.96
		Total Invoice - WAANA159680			\$349.96
		Total 27719			\$1,131.35
Total Fastenal Company					\$1,131.35
Grainger	27720			2024 - December - December Closeout	
		Invoice - 9348127193			
		TP Rolls			
		409-000-535-80-31-00		Office & Operating Supplies	\$98.08
		Total Invoice - 9348127193			\$98.08
		Total 27720			\$98.08
Total Grainger					\$98.08
Jan Findlay	27721			2024 - December - December Closeout	
		Invoice - FindlayGCDepRef12/29/24			
		Findlay Garden Club Dep Ref 12/29/24			
		003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$215.00
		Total Invoice - FindlayGCDepRef12/29/24			\$215.00
		Total 27721			\$215.00
Total Jan Findlay					\$215.00
Kingsman Account	27722			2024 - December - December Closeout	
		Invoice - KingsmanMHDepRef12/29/24			
		Kingsman Maple Hall Dep Ref 12/29/24			
		003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$432.50
		Total Invoice - KingsmanMHDepRef12/29/24			\$432.50
		Total 27722			\$432.50
Total Kingsman Account					\$432.50

Vendor	Number	Reference	Account Number	Description	Amount
La Conner Arts Foundation	27723			2024 - December - December Closeout	
		Invoice - LcArtsFd2024HMBalDisb		Pmt 2 - 2024 Hotel Motel Dist.	
			123-000-573-90-30-07	LC Arts Foundation	\$746.98
		Total Invoice - LcArtsFd2024HMBalDisb			\$746.98
	Total 27723				\$746.98
Total La Conner Arts Foundation					\$746.98
La Conner Chamber of Commerce	27724			2024 - December - December Closeout	
		Invoice - Chamber2024HMDisb#3		2024 Hotel Motel Disbursement #3	
			123-000-573-90-30-01	Chamber of Commerce	\$19,494.75
		Total Invoice - Chamber2024HMDisb#3			\$19,494.75
	Total 27724				\$19,494.75
Total La Conner Chamber of Commerce					\$19,494.75
La Conner Live	27725			2024 - December - December Closeout	
		Invoice - LaConerLiveMHDepRef12/31/24		La Conner Live Maple Hall Dep Ref 12/31/24	
			123-000-573-90-30-10	La Conner Live	\$770.00
		Total Invoice - LaConerLiveMHDepRef12/31/24			\$770.00
	Total 27725				\$770.00
Total La Conner Live					\$770.00
La Conner Weekly News	27726			2024 - December - December Closeout	
		Invoice - 12012		Publishing of Ord 1252 & 1253	
			001-000-514-23-44-00	Advertising	\$94.00
		Total Invoice - 12012			\$94.00
	Total 27726				\$94.00
Total La Conner Weekly News					\$94.00
Michael Davolio, AICP	27727			2024 - December - December Closeout	
		Invoice - #46		Dec 2024 Planning Services	
			001-000-558-60-41-00	Professional Services - Planner	\$6,210.00
		Total Invoice - #46			\$6,210.00
	Total 27727				\$6,210.00
Total Michael Davolio, AICP					\$6,210.00

			Description	Amount	
Nelson-Reisner					
27728			2024 - December - December Closeout		
			Invoice - CL85835		
			Fire Dept./Code Enf. Fuel		
			001-000-521-70-32-00	Fuel	\$55.56
			Code Enf. 1/2 Maverick Truck		
			001-000-522-20-32-00	Fuel	\$55.56
			Fire Dept.		
			Total Invoice - CL85835	\$111.12	
			Invoice - CL85836		
			Public Works Fuel		
			401-000-534-80-32-00	Fuel	\$735.26
			Public Works		
			Total Invoice - CL85836	\$735.26	
Total 27728				\$846.38	
Total Nelson-Reisner				\$846.38	
 North Central Laboratory			 2024 - December - December Closeout		
27729					
			Invoice - 513118		
			Celite Filter Agent		
			409-000-535-80-31-02	Lab Supplies	\$66.00
			Total Invoice - 513118	\$66.00	
			Invoice - 51317		
			PH/Temp Probe Refill		
			409-000-535-80-31-02	Lab Supplies	\$381.88
			Total Invoice - 51317	\$381.88	
			Invoice - 513383		
			Bench Model Plast-a-Cab		
			409-000-535-80-31-02	Lab Supplies	\$1,085.48
			Total Invoice - 513383	\$1,085.48	
Total 27729				\$1,533.36	
Total North Central Laboratory				\$1,533.36	
 North Hills Resources			 2024 - December - December Closeout		
27730					
			Invoice - 5258-035		
			Pile Grinding		
			412-000-554-90-41-07	Pile Grinding	\$10,968.60
			Total Invoice - 5258-035	\$10,968.60	
Total 27730				\$10,968.60	
Total North Hills Resources				\$10,968.60	

Vendor	Number	Reference	Account Number	Description	Amount
Pape' Machinery Exchange	27731				
2024 - December - December Closeout					
Invoice - 15773660					
			Back Order/Pumps		
			403-000-531-38-35-00	Small Tools & Equipment	\$1,413.31
		Total Invoice - 15773660			\$1,413.31
Invoice - 2431644					
			4500 Hr Service on Frontloader		
			412-000-554-90-48-06	Compost Machinery/Equip	\$1,758.37
		Total Invoice - 2431644			\$1,758.37
Invoice - 2431645					
			Cleaned Front Axel		
			412-000-554-90-48-06	Compost Machinery/Equip	\$552.57
		Total Invoice - 2431645			\$552.57
Total 27731					\$3,724.25
Total Pape' Machinery Exchange					\$3,724.25

Puget Sound Energy	27732				
2024 - December - December Closeout					
Invoice - PSEDec2024-2					
Utility - Electric					
			001-000-518-30-47-00	Public Utility Services	\$0.00
			204 Douglas St -Town Hall		
			001-000-522-20-47-00	Public Utility Services	\$0.00
			12142 Chilberg - Fire Dept		
			002-000-576-80-47-00	Public Utility Services	\$0.00
			1340 Conner Way Street Light		
			002-000-576-80-47-00	Public Utility Services	\$0.00
			100 Morris - Gilkey Square		
			002-000-576-80-47-00	Public Utility Services	\$0.00
			100 Washington Ave Light- St End Park		
			002-000-576-80-47-00	Public Utility Services	\$0.00
			1339 Connor Way - Pioneer Park Gazebo		
			002-000-576-80-47-00	Public Utility Services	\$0.00
			1339 Conner Way Lights - Pioneer Park Lights		
			002-000-576-80-47-00	Public Utility Services	\$0.00
			1340 Conner Way		
			003-000-575-50-47-01	Public Utility Services-MH/MC	\$0.00
			104 Commercial - Maple Hall		
			003-000-575-50-47-02	Public Utility Services-GC	\$0.00
			622 S 2nd Street - Garden Club		
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$0.00
			613 1st Street - Public Restroom		
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$0.00
			304 Morris St -Public Restroom		

Line Item	Number	Reference	Account Number	Description	Amount
			005-000-542-63-47-00	Public Utility Services	\$0.00
				12100 Chilberg - Flag pole/Monument lights	
			005-000-542-63-47-00	Public Utility Services	\$0.00
				OH to UG Conversion	
			005-000-542-63-47-00	Public Utility Services	\$0.00
				3rd & Douglas	
			005-000-542-63-47-00	Public Utility Services	\$0.00
				Traffic Signals - Acct #200000435004	
			005-000-542-63-47-00	Public Utility Services	\$0.00
				125 1st Street LC Post Office #300000002505	
			005-000-542-63-47-00	Public Utility Services	\$0.00
				Street lights Acct #300000001705	
			005-000-542-63-47-00	Public Utility Services	\$0.00
				N. 2nd & Center - St Lights	
			005-000-542-63-47-00	Public Utility Services	\$0.00
				100 Sherman St	
			005-000-542-63-47-00	Public Utility Services	\$0.00
				Area Lights Acct #200011509383	
			005-000-542-63-47-00	Public Utility Services	\$0.00
				1st Street Lights #220005384221	
			005-000-542-63-47-00	Public Utility Services	\$0.00
				Sherman Street Light	
			401-000-534-80-47-00	Public Utility Services	\$0.00
				604 N 3rd Street - PW Shop-300000002695	
			401-000-534-80-47-00	Public Utility Services	\$0.00
				1200 S 4th St - Water Tank	
			403-000-531-38-47-00	Public Utility Service	\$0.00
				213 Caledonia - Drainage Pump	
			403-000-531-38-47-00	Public Utility Service	\$0.00
				102 S 6th St - Drainage Pump	
			403-000-531-38-47-00	Public Utility Service	\$0.00
				1340 Connor Way - Water Shack	
			409-000-535-80-47-00	Public Utility Services	\$0.00
				622 1st Street - Sewage Vault	
			409-000-535-80-47-00	Public Utility Services	\$0.00
				602 N 3rd Street - Pump	
			409-000-535-80-47-00	Public Utility Services	\$0.00
				12154 Chilberg - WWTP Fuel Station	
			409-000-535-80-47-00	Public Utility Services	\$4,552.13
				12154 Chilberg Rd WWTP	
			Total Invoice - PSEDec2024-2		\$4,552.13
		Total 27732			\$4,552.13
		Total Puget Sound Energy			\$4,552.13

Vendor	Number	Reference	Account Number	Description	Amount
Quality Services	27733			2024 - December - December Closeout	
		Invoice - QuISvcDec2024			
		Dec 2024 Facility Cleaning			
		003-000-575-50-48-01		Building Repair & Maint-MH/MC	\$1,512.50
		Total Invoice - QuISvcDec2024			\$1,512.50
					\$1,512.50
					\$1,512.50
					\$1,512.50
	Total 27733				
Total Quality Services					
Rebecca Villaluz	27734			2024 - December - December Closeout	
		Invoice - VillaluzGCDepRef11/27/24			
		Villaluz Garden Club Dep Ref 11/27 & 12/14/2024			
		003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$280.00
		Total Invoice - VillaluzGCDepRef11/27/24			\$280.00
					\$280.00
					\$280.00
					\$280.00
	Total 27734				
Total Rebecca Villaluz					
Skagit Community Band	27735			2024 - December - December Closeout	
		Invoice - SCB2024HMDisb			
		Skagit Community Band 2024 Hotel Motel Disb.			
		123-000-573-90-30-12		Skagit Community Band	\$1,900.00
		Total Invoice - SCB2024HMDisb			\$1,900.00
					\$1,900.00
					\$1,900.00
					\$1,900.00
	Total 27735				
Total Skagit Community Band					
Skagit County Sheriff Office	27736			2024 - December - December Closeout	
		Invoice - Dec2024JailTax			
		Dec 2024 County Jail Tax			
		631-000-589-40-00-00		Special Use Tax - County Jail	\$4,978.53
		Total Invoice - Dec2024JailTax			\$4,978.53
					\$4,978.53
					\$4,978.53
					\$4,978.53
	Total 27736				
Total Skagit County Sheriff Office					
Tacoma Screw Products	27737			2024 - December - December Closeout	
		Invoice - 260113802-00			
		Blue Marking Paint			
		401-000-534-80-48-03		System Repair & Maintenance	\$67.98
		Total Invoice - 260113802-00			\$67.98
					\$67.98
					\$67.98
					\$67.98
	Total 27737				
Total Tacoma Screw Products					

Vendor	Number	Reference	Account Number	Description	Amount
T-Mobile	27738	Invoice - T-MobileDec2024		2024 - December - December Closeout	
			Cell Phones		
			001-000-575-50-42-00	Senior Center Communications	\$40.44
			401-000-534-80-42-00	Communications	\$423.38
			Total Invoice - T-MobileDec2024		\$463.82
	Total 27738				\$463.82
Total T-Mobile					\$463.82
Town of La Conner	27739	Invoice - TOLDec2024WtrChgs		2024 - December - December Closeout	
			Dec 2024 Water Charges		
			001-000-518-30-47-00	Public Utility Services	\$184.59
			204 Douglas - Town Hall		
			001-000-522-20-47-00	Public Utility Services	\$262.64
			Fire Hall - 12142 Chilberg		
			002-000-576-80-47-00	Public Utility Services	\$73.87
			Washington Street Park		
			002-000-576-80-47-00	Public Utility Services	\$73.87
			Skateboard Park - 528 6th Street		
			002-000-576-80-47-00	Public Utility Services	\$100.92
			1st Street Merchant Park		
			002-000-576-80-47-00	Public Utility Services	\$119.06
			Pioneer Park		
			002-000-576-80-47-00	Public Utility Services	\$46.82
			Benton Street Stairs		
			002-000-576-80-47-00	Public Utility Services	\$46.82
			Flag Pole/Monument		
			002-000-576-80-48-01	Building Repair & Maintenance	\$49.14
			Waterfront Park Irrigation #1		
			002-000-576-80-48-01	Building Repair & Maintenance	\$46.82
			Waterfront Park Irrigation #2		
			003-000-575-50-47-01	Public Utility Services-MH/MC	\$286.19
			108 Commercial - Maple Hall		
			003-000-575-50-47-02	Public Utility Services-GC	\$123.34
			622 South 2nd St - GC		
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$231.04
			613 South First St Restroom		
			003-000-575-50-47-05	Public Utility Svcs-Restrooms	\$186.52
			304 Morris St Restroom		
			401-000-534-80-47-00	Public Utility Services	\$107.99
			PW Washpad - 12142 Chilberg		
			401-000-534-80-47-00	Public Utility Services	\$121.06
			604 Third St N - PW Office		

	Account Number	Description	Amount
	409-000-535-80-47-00	Public Utility Services	\$1,192.00
		WWTP Belt Filter Press	
	409-000-535-80-47-00	Public Utility Services	\$199.80
		WWTP Hydrant	
	409-000-535-80-47-00	Public Utility Services	\$158.00
		WWTP - 12154 Chilberg Road	
	409-000-535-80-47-00	Public Utility Services	\$73.87
		Dunlap Street Pump	
	Total Invoice - TOLDec2024WtrChgs		
Total 27739			\$3,684.36
Total Town of La Conner			\$3,684.36
			\$3,684.36
United Site Services			
27740			
	2024 - December - December Closeout		
	Invoice - INV5029688		
	Port a Potty - Waterfront Park		
	002-000-576-80-41-00	Professional Services	\$213.25
	Total Invoice - INV5029688		
			\$213.25
	Invoice - INV5030264		
	Port a Potty - John Hammer Park		
	002-000-576-80-41-00	Professional Services	\$201.75
	Total Invoice - INV5030264		
			\$201.75
	Invoice - INV5036308		
	Port a Potty - PW		
	002-000-576-80-41-00	Professional Services	\$215.44
	Total Invoice - INV5036308		
			\$215.44
Total 27740			\$630.44
Total United Site Services			\$630.44
USA Bluebook			
27741			
	2024 - December - December Closeout		
	Invoice - INV00576250		
	APWA Green 20 Oz Can		
	409-000-535-80-31-00	Office & Operating Supplies	\$114.58
	Total Invoice - INV00576250		
			\$114.58
	Invoice - INV00578460		
	SC4500 Digital Controller		
	409-000-594-35-64-00	Machinery/Equip-Sewer	\$3,641.33
	Total Invoice - INV00578460		
			\$3,641.33
Total 27741			\$3,755.91
Total USA Bluebook			\$3,755.91

Vendor	Number	Reference	Account Number	Description	Amount
Utilities Underground Locate					
	27742			2024 - December - December Closeout	
		Invoice - 4120729			
			Underground Locates		
			401-000-534-80-41-00	Professional Services	\$34.32
			Notifications		
			Total Invoice - 4120729		\$34.32
	Total 27742				\$34.32
Total Utilities Underground Locate					
Waste Management of Skagit					
	27743			2024 - December - December Closeout	
		Invoice - 2682629-0043-7			
			WWTP Garbage & Recycle		
			409-000-535-80-47-00	Public Utility Services	\$730.40
			WWTP		
			Total Invoice - 2682629-0043-7		\$730.40
		Invoice - 2682800-0043-4			
			Town Hall/Sheriff Garbage & Recycle		
			001-000-518-30-47-00	Public Utility Services	\$508.68
			Town Hall/Sheriff		
			Total Invoice - 2682800-0043-4		\$508.68
		Invoice - 2683421-0043-8			
			Public Works Garbage		
			005-000-543-50-48-04	Refuse Disposal	\$806.06
			Public Works		
			Total Invoice - 2683421-0043-8		\$806.06
		Invoice - 2683748-0043-4			
			Fire Department Garbage		
			001-000-522-20-47-00	Public Utility Services	\$52.74
			Fire Dept.		
			Total Invoice - 2683748-0043-4		\$52.74
	Total 27743				\$2,097.88
Total Waste Management of Skagit					
Water-Wasterwater Services					
	27744			2024 - December - December Closeout	
		Invoice - 60253			
			Dec 2024 WWTP Charges		
			409-000-535-80-41-03	Plant Operator	\$19,333.48
			Sewer Plant Operations		
			409-000-535-80-48-01	Plant Repair & Maintenance	\$70.59
			Reimbursables		
			412-000-554-90-41-05	Compost Operator	\$18,083.65

Provider	Invoice Number	Reference	Account Number	Description	Amount
				Compost Operations	
				Total Invoice - 60253	\$37,487.72
	Total 27744				\$37,487.72
Total Water-Wasterwater Services					\$37,487.72
Wave Broadband					
27745				2024 - December - December Closeout	
		Invoice - WaveDEc2024-2			
			Phones & Internet		
			001-000-518-30-42-00	Communications	\$690.07
			TH Internet & phones		
			001-000-522-20-42-00	Communications	\$0.00
			Fire Dept		
			003-000-575-50-42-01	Communications-MH/MC	\$178.02
			MH/MC Internet & phones		
			401-000-534-80-42-00	Communications	\$347.14
			PW Office Internet & phones - 604 3rd N		
			403-000-531-38-47-00	Public Utility Service	\$0.00
			102 S 6th Street Pump Station		
			409-000-535-80-42-00	Communications	\$35.63
			WWTP Marina Lift Station		
			409-000-535-80-42-00	Communications	\$0.00
			WWTP		
		Total Invoice .. WaveDEc2024-2			\$1,250.86
	Total 27745				\$1,250.86
Total Wave Broadband					\$1,250.86
Wilson Engineering					
27746				2024 - December - December Closeout	
		Invoice - 19333			
			WWTP Update Plan Engineering		
			409-000-594-37-60-00	Sewer Plant Upgrade Project	\$3,708.50
		Total Invoice - 19333			\$3,708.50
	Total 27746				\$3,708.50
Total Wilson Engineering					\$3,708.50

Vendor Number	Reference	Account Number	Description	Amount
Woods Logging				
27747			2024 - December - December Closeout	
	Invoice - PS100295537		Replaced Filters, Spark Plugs and Carburetor Fuel	
		409-000-535-80-48-01	Plant Repair & Maintenance	\$248.02
	Total Invoice - PS100295537			\$248.02
Total 27747				\$248.02
Total Woods Logging				\$248.02
Grand Total	Vendor Count	43		\$163,557.21



Town of La Conner

I, the undersigned, do hereby certify under penalty of perjury that the wages and benefits for the period **December 16, 2024** through **December 31, 2024** are a just, due and unpaid obligation against the Town of La Conner, and that I am authorized to certify to said claim.



Maria DeGoede, Finance Director

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

Payroll checks numbered 6018 through 6026		\$2,681.53
Auto Payments:		
AWC Insurance	#2018294	\$11,474.56
Dept. of Retirement – Def Comp	#2018295	\$2,485.83
Dept. of Retirement	#2018296	\$11,625.10
WA Teamsters Insurance	#2018297	\$9,265.50
Payroll Taxes	#2018298	\$10,709.97
Payroll Auto Deposit		\$32,328.09

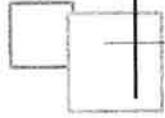
are approved for a total payment of **80,570.58** this 14th day of January, 2025.

Councilmember – Finance Committee

Councilmember – Finance Committee

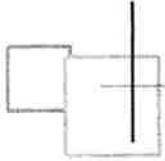
Councilmember

Register



	Name	Finest Description	Cleared	Amount
6018	Dept of Labor & Industry	2025 - January - First Council Meeting		\$1,022.22
6019	Employment Security	2025 - January - First Council Meeting		\$74.17
6020	Empower Annuity Ins. Co of America	2025 - January - First Council Meeting		\$275.00
6021	North Coast Credit Union	2025 - January - First Council Meeting		\$150.00
6022	Paid Family & Medical Leave	2025 - January - First Council Meeting		\$238.38
6023	Teamsters Local No. 231	2025 - January - First Council Meeting		\$186.50
6024	Wa Cares Fund	2025 - January - First Council Meeting		\$164.80
6025	Washington State Support Registry	2025 - January - First Council Meeting		\$470.10
6026	Mitchell, Anthony J	2025 - January - First Council Meeting		\$100.36
2018294	AWC Employee Benefit Trust	2025 - January - First Council Meeting		\$11,474.56
2018295	Dept of Retirement - Def Comp	2025 - January - First Council Meeting		\$2,485.83
2018296	Dept of Retirement Systems	2025 - January - First Council Meeting		\$11,625.10
2018297	WA Teamsters Welfare Trust	2025 - January - First Council Meeting		\$9,265.50
2018298	Washington Federal	2025 - January - First Council Meeting		\$10,709.97
<u>Direct Deposit Run -</u>	<u>Payroll Vendor</u>	<u>2025 - January - First Council Meeting</u>		<u>\$32,328.09</u>
<u>1/7/2025</u>				\$80,570.58

Register Activity



Category	Reference	Posting Reference	Debit Amount
Direct Deposit Run - 1/7/2025		2025 - January - First Council Meeting	\$32,328.09
Avery, Adam W	Payroll Vendor	Posting Run - 12/30/2024 1:02:02 PM	\$594.32
Avery, Annie L	ACH Pay - 7390	Posting Run - 12/30/2024 1:02:02 PM	\$374.08
Baker, Natalie J	ACH Pay - 7411	Posting Run - 12/30/2024 1:02:02 PM	\$328.47
Banaszak, Sam E	ACH Pay - 7395	Posting Run - 12/30/2024 1:02:02 PM	\$537.45
Carlson III, Ivan J	ACH Pay - 7412	Posting Run - 12/30/2024 1:02:02 PM	\$510.95
Carlson, Ivan J	ACH Pay - 7399	Posting Run - 12/30/2024 1:02:02 PM	\$136.65
Chamberlain, MaryLee S	ACH Pay - 7384	Posting Run - 12/30/2024 1:02:02 PM	\$136.65
Dole, Richard L	ACH Pay - 7409	Posting Run - 12/30/2024 1:02:02 PM	\$1.65
Eills, Ajah G	ACH Pay - 7414	Posting Run - 12/30/2024 1:02:02 PM	\$1,864.08
Hanneman, Marna E	ACH Pay - 7387	Posting Run - 12/30/2024 1:02:02 PM	\$324.83
Herring, Jennifer M	ACH Pay - 7405	Posting Run - 12/30/2024 1:02:02 PM	\$1,479.32
Hiller, Ryan H	ACH Pay - 7388	Posting Run - 12/30/2024 1:02:02 PM	\$27.37
James, Wilbert M	ACH Pay - 7382	Posting Run - 12/30/2024 1:02:02 PM	\$155.10
Johnson, Brittany	ACH Pay - 7402	Posting Run - 12/30/2024 1:02:02 PM	\$447.45
Kerley-DeGoede, Maria A	ACH Pay - 7418	Posting Run - 12/30/2024 1:02:02 PM	\$2,292.37
Lease, Brian	ACH Pay - 7407	Posting Run - 12/30/2024 1:02:02 PM	\$2,847.78
McKnight, Chris R	ACH Pay - 7396	Posting Run - 12/30/2024 1:02:02 PM	\$82.11
Mesman, Benjamin F	ACH Pay - 7404	Posting Run - 12/30/2024 1:02:02 PM	\$301.10
Palaniuk, Kevin R	ACH Pay - 7393	Posting Run - 12/30/2024 1:02:02 PM	\$2,276.32
Park, Todd W	ACH Pay - 7416	Posting Run - 12/30/2024 1:02:02 PM	\$1,921.17
Pena-Ayon, Manuel A	ACH Pay - 7386	Posting Run - 12/30/2024 1:02:02 PM	\$1,415.07
Reinstra, Aaron E.	ACH Pay - 7401	Posting Run - 12/30/2024 1:02:02 PM	\$968.03
Reinstra, Aaron M.	ACH Pay - 7408	Posting Run - 12/30/2024 1:02:02 PM	\$1,992.54
Schinman, Karl A	ACH Pay - 7413	Posting Run - 12/30/2024 1:02:02 PM	\$27.37
Schmidt, Hayden J	ACH Pay - 7406	Posting Run - 12/30/2024 1:02:02 PM	\$364.97
Sherman, Albert R	ACH Pay - 7410	Posting Run - 12/30/2024 1:02:02 PM	\$1,885.42
Smith, Christopher	ACH Pay - 7400	Posting Run - 12/30/2024 1:02:02 PM	\$2,527.67
Smith, Christopher L	ACH Pay - 7394	Posting Run - 12/30/2024 1:02:02 PM	\$310.22
Smith, Cole J	ACH Pay - 7383	Posting Run - 12/30/2024 1:02:02 PM	\$773.05
Taylor, Anne M	ACH Pay - 7392	Posting Run - 12/30/2024 1:02:02 PM	\$136.65
Thomas, Scott G	ACH Pay - 7415	Posting Run - 12/30/2024 1:02:02 PM	\$3,054.58
Thulen, Wylie J	ACH Pay - 7389	Posting Run - 12/30/2024 1:02:02 PM	\$63.86
Viola, Angela T	ACH Pay - 7398	Posting Run - 12/30/2024 1:02:02 PM	\$1,859.43
White, James M.	ACH Pay - 7397	Posting Run - 12/30/2024 1:02:02 PM	\$173.36
Wohleb, Mary M	ACH Pay - 7385	Posting Run - 12/30/2024 1:02:02 PM	\$136.65
	ACH Pay - 7417	Posting Run - 12/30/2024 1:02:02 PM	
			\$32,328.09

Accounts Payable – January 1-14, 2025



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 **the January 1-14, 2025** **Claims** have been received and that;

Checks Numbered:	27748 - 27765	\$239,385.03
Auto Payments:		
Invoice Cloud	#2018299	\$184.40
US Bank	#2018300	\$66.95
WA DOR Leasehold Tax	#2018301	\$1,016.55

Are approved for a total payment of \$240,652.93 this 14th day of January 2025.



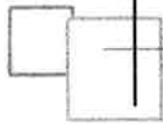
Maria A. Dohle
Finance Director

Councilmember – Finance Committee

Councilmember – Finance Committee

Councilmember

Voucher Directory



Fiscal: : 2025 - January
 Council Date: : 2025 - January - First Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
AWC Durg & Alcohol Testing Consortium					
	27748			2025 - January - First Council Meeting	
		Invoice - 134651			
			2025 Membership Dues		
			001-000-518-90-41-10	Dues & Memberships	\$620.00
		Total Invoice - 134651			\$620.00
		Invoice - 157073			
			Drug & Alcohol Consortium Service Fees		
			401-000-534-80-49-00	Dues & Subscriptions	\$560.00
				Drug & Alcohol Testing	
		Total Invoice - 157073			\$560.00
	Total 27748				\$1,180.00
Total AWC Durg & Alcohol Testing Consortium					\$1,180.00
Badger Meter, Inc.					
	27749			2025 - January - First Council Meeting	
		Invoice - 80180043			
			2025 Annual Hosting/License Fee		
			401-000-534-80-41-00	Professional Services	\$1,816.41
				Hosting Serv Unit	
		Total Invoice - 80180043			\$1,816.41
	Total 27749				\$1,816.41
Total Badger Meter, Inc.					\$1,816.41
Board for Volunteer FF					
	27750			2025 - January - First Council Meeting	
		Invoice - BVF2024			
			2025 Firefighter Pension/Disability		
			001-000-522-20-28-00	Firemen Retirement	\$1,700.00
		Total Invoice - BVF2024			\$1,700.00
	Total 27750				\$1,700.00
Total Board for Volunteer FF					\$1,700.00

Number	Description	Account Number	Category	Amount
EleMech Services 27751			2025 - January - First Council Meeting	
	Invoice - 20048			
	2025 PortaLogic Support 409-000-535-80-41-00		Professional Services	\$1,500.00
	Total Invoice - 20048			\$1,500.00
Total 27751				\$1,500.00
Total EleMech Services				\$1,500.00
Erika Bugbee Coaching 27752			2025 - January - First Council Meeting	
	Invoice - BugbeeMHDepRef1/2/25			
	Bugbee Maple Hall Dep Ref 1/2/25 003-000-582-10-00-00		Maple Hall/Garden Club Deposit Refund	\$500.00
	Total Invoice - BugbeeMHDepRef1/2/25			\$500.00
Total 27752				\$500.00
Total Erika Bugbee Coaching				\$500.00
ESO Solutions Inc. 27753			2025 - January - First Council Meeting	
	Invoice - ESO-155370			
	NFIRS 001-000-522-20-41-00		Professional Services	\$91.77
	Total Invoice - ESO-155370			\$91.77
	Invoice - ESO-157661			
	Annual CAD Data Integration 001-000-522-20-49-00		Dues & Subscriptions	\$1,827.35
	Total Invoice - ESO-157661			\$1,827.35
Total 27753				\$1,919.12
Total ESO Solutions Inc.				\$1,919.12
Franks Flag Store 27754			2025 - January - First Council Meeting	
	Invoice - 1092501			
	New Flag Pole and Flag Replacement/Town Hall 001-000-518-30-48-01		Building Repair & Maintenance	\$3,146.14
	Total Invoice - 1092501			\$3,146.14
Total 27754				\$3,146.14
Total Franks Flag Store				\$3,146.14
Guardian Security 27755			2025 - January - First Council Meeting	
	Invoice - 1554415			
	Town Hall/Sheriff/Public Works/Maple Hall Security 001-000-518-30-48-01		Building Repair & Maintenance	\$423.54
	Town Hall & Sheriff Alarm Monitoring			

Invoice Number	Reference	Account Number	Description	Amount
		003-000-575-50-41-00	Professional Services	\$615.92
			MH Alarm Monitoring	
		401-000-534-80-41-00	Professional Services	\$195.48
			PW Alarm Monitoring	
	Total Invoice - 1554415			\$1,234.94
Total 27755				\$1,234.94
Total Guardian Security				\$1,234.94
HD Supply Facilities Maint.				
27756			2025 - January - First Council Meeting	
		Invoice - 9233026229		
			15 Amp Recepticles	
		003-000-575-50-48-02	Building Repair & Maint-GC	\$32.68
		Total Invoice - 9233026229		\$32.68
Total 27756				\$32.68
Total HD Supply Facilities Maint.				\$32.68
Invoice Cloud				
2018299			2025 - January - First Council Meeting	
		Invoice - 1022-2024-12		
			Dec 2024 CC Processing Fees	
		001-000-514-23-41-03	Bank Service Charges	\$184.40
		Total Invoice - 1022-2024-12		\$184.40
Total 2018299				\$184.40
Total Invoice Cloud				\$184.40
NorthWest Clean Air Agency				
27757			2025 - January - First Council Meeting	
		Invoice - 15306		
			2025 Per Capita Fee	
		001-000-553-70-41-00	NW Clean Air Agency	\$524.70
			Per Capita	
		Total Invoice - 15306		\$524.70
Total 27757				\$524.70
Total NorthWest Clean Air Agency				\$524.70
NorthWest Parking Equipment Co				
27758			2025 - January - First Council Meeting	
		Invoice - NWPking1stQtr2025		
			1st Qtr. Maint. Fees	
		002-000-576-80-41-00	Professional Services	\$644.82
			Payment Stations 50%	
		005-000-542-65-48-00	Repair & Maintenance	\$644.81

Vendor	Number	Reference	Account Number	Description	Amount
				Payment Stations 50%	
				Total Invoice - NWPking1stQtr2025	\$1,289.63
Total 27758					\$1,289.63
Total NorthWest Parking Equipment Co					\$1,289.63
Port of Skagit Co.					
27759				2025 - January - First Council Meeting	
				Invoice - POSJan2024	
				Public Works Jan 2025 Lease	
			002-000-576-80-45-00	Rents & Leases - Short Term	\$247.88
			10% PW Lease		
			003-000-575-50-48-06	Rents & Leases Short Term	\$247.88
			10% PW Lease		
			005-000-542-65-49-03	Rentals/Leases - Short Term	\$247.88
			10% PW Lease		
			401-000-534-80-45-00	Rents & Leases - Short Term	\$991.54
			40% PW Lease		
			403-000-531-38-45-00	Rents & Leases - Short Term	\$743.65
			30% PW Lease		
Total 27759				Total Invoice - POSJan2024	\$2,478.83
Total Port of Skagit Co.					\$2,478.83
					\$2,478.83
Skagit - 911					
27760				2025 - January - First Council Meeting	
				Invoice - 4559	
				2025 User Fee	
			001-000-522-20-49-04	Skagit 911-Fire dispatch	\$418.00
			Qtrly Agency fee		
			001-000-522-20-49-04	Skagit 911-Fire dispatch	\$207.95
			Radio Maint Fees		
Total 27760				Total Invoice - 4559	\$625.95
Total Skagit - 911					\$625.95
					\$625.95

Vendor	Invoice	Description	Amount
Skagit Council of Governments			
27761		2025 - January - First Council Meeting	
	Invoice - 2923		
	2025 Dues		
	001-000-518-90-41-10	Dues & Memberships	\$1,288.00
	Total Invoice - 2923		\$1,288.00
Total 27761			\$1,288.00
Total Skagit Council of Governments			\$1,288.00
US Bank-Parking Meter Fees			
2018300		2025 - January - First Council Meeting	
	Invoice - USBankPmtFeesDec2024		
	Dec 2024 Pmt Station Processing Fees		
	002-000-576-80-41-00	Professional Services	\$33.48
	Moorage/Launch Processing Fees		
	005-000-542-65-48-00	Repair & Maintenance	\$33.47
	Parking Lot Processing Fees		
	Total Invoice - USBankPmtFeesDec2024		\$66.95
Total 2018300			\$66.95
Total US Bank-Parking Meter Fees			\$66.95
Ven Tek International			
27762		2025 - January - First Council Meeting	
	Invoice - 147472		
	Payment Station Maint. Fees		
	002-000-576-80-41-00	Professional Services	\$203.81
	005-000-542-65-48-00	Repair & Maintenance	\$203.82
	Total Invoice - 147472		\$407.63
Total 27762			\$407.63
Total Ven Tek International			\$407.63
Vision Municipal Solutions, LLC			
27763		2025 - January - First Council Meeting	
	Invoice - 1/7/2025 1:30:37 PM		
	Annual Support Fees		
	001-000-514-23-48-00	Software Maintenance	\$2,454.50
	25%		
	401-000-534-80-48-01	Software Maintenance	\$2,454.50
	25%		
	403-000-531-38-48-01	Software Maintenance	\$1,227.25
	12.5%		
	409-000-535-80-48-00	Software Maintenance	\$2,454.50
	25%		
	412-000-554-90-48-03	Software Maintenance	\$1,227.25

Invoice Number	Reference	Account Number	Description	Amount
		12.5%		
		Total Invoice - 1/7/2025 1:30:37 PM		\$9,818.00
Total 27763				\$9,818.00
Total Vision Municipal Solutions, LLC				\$9,818.00
WA State DOR - Leasehold Excise Tax				
2018301			2025 - January - First Council Meeting	
		Invoice - 4thQtrLeaseholdTax		
		4th Qtr Leasehold Tax		
		002-000-576-80-49-05	Leashold Excise Taxes	\$1,016.55
			Leasehold Excise Tax	
		Total Invoice - 4thQtrLeaseholdTax		\$1,016.55
Total 2018301				\$1,016.55
Total WA State DOR - Leasehold Excise Tax				\$1,016.55
WCIA				
27764			2025 - January - First Council Meeting	
		Invoice - 1/7/2025 1:44:31 PM		
		Annual Insurance Fees		
		001-000-518-30-46-00	Insurance	\$40,124.00
		001-000-522-20-46-00	Insurance	\$12,221.00
		002-000-576-80-46-00	Insurance	\$22,153.00
		003-000-575-50-46-00	Insurance	\$15,642.00
		004-000-575-50-46-00	Insurance	\$964.00
		005-000-543-10-46-00	Insurance	\$12,415.00
		401-000-534-80-46-00	Insurance	\$33,527.00
		403-000-531-38-46-00	Insurance	\$9,081.00
		409-000-535-80-46-00	Insurance	\$50,185.00
		412-000-554-90-46-00	Insurance	\$9,736.00
		Total Invoice - 1/7/2025 1:44:31 PM		\$206,048.00
Total 27764				\$206,048.00
Total WCIA				\$206,048.00

Customer Number	Reference	Account Number	Description	Amount
Western Display Fireworks				
27765				
			2025 - January - First Council Meeting	
	Invoice - 25-7674-1			
		4th of July Fireworks Display Pmt 1		
		001-000-571-00-40-00	4th of July Fireworks/Event	\$3,875.00
	Total Invoice - 25-7674-1			\$3,875.00
Total 27765				\$3,875.00
Total Western Display Fireworks				\$3,875.00
Grand Total	Vendor Count	21		\$240,652.93

Reports

- 1) Chamber Report**
- 2) Revenue/Expenditure Report**
- 3) Department Head Reports**
- 4) Mayor's Report**
- 5) Council Committee Reports**

Revenue / Expenditure Report

TOWN OF LA CONNER
Monthly Treasurer's Report
4th Quarter 2024 - Year to Date

Fund	Fund Name:	Budget	Revenues to	% of Budget	Expenditures to Date		% of Budget
			Date		Budget	to Date	
001	General Fund	1,491,390	1,564,784	105%	2,529,253	1,723,783	68%
002	Park & Port	236,986	256,537	108%	390,532	286,886	73%
003	Facilities	537,906	513,965	96%	574,802	503,509	88%
004	Public Art	3,226	2,971	92%	2,500	908	36%
005	Streets	1,149,843	307,069	27%	1,218,696	323,086	27%
123	Hotel Motel	141,200	202,581	143%	342,111	234,829	69%
214	Fire Hall Bond	50,492	54,443	108%	39,125	39,125	100%
303	Flood Control	500	448	90%	500	1,222	0%
304	REET 1	36,790	71,661	195%	500	408	82%
305	REET 2	36,810	71,752	195%	200,500	200,408	0%
401	Water	1,266,782	1,380,925	109%	1,359,427	1,212,012	89%
403	Storm Drainage	367,383	373,024	102%	651,556	494,043	76%
409	Sewer	995,364	916,405	92%	1,116,569	765,335	69%
412	Sewer Compost	1,256,702	1,222,472	97%	1,244,152	809,424	65%
TOTALS		7,571,374	6,939,037	92%	9,670,223	6,594,977	68%

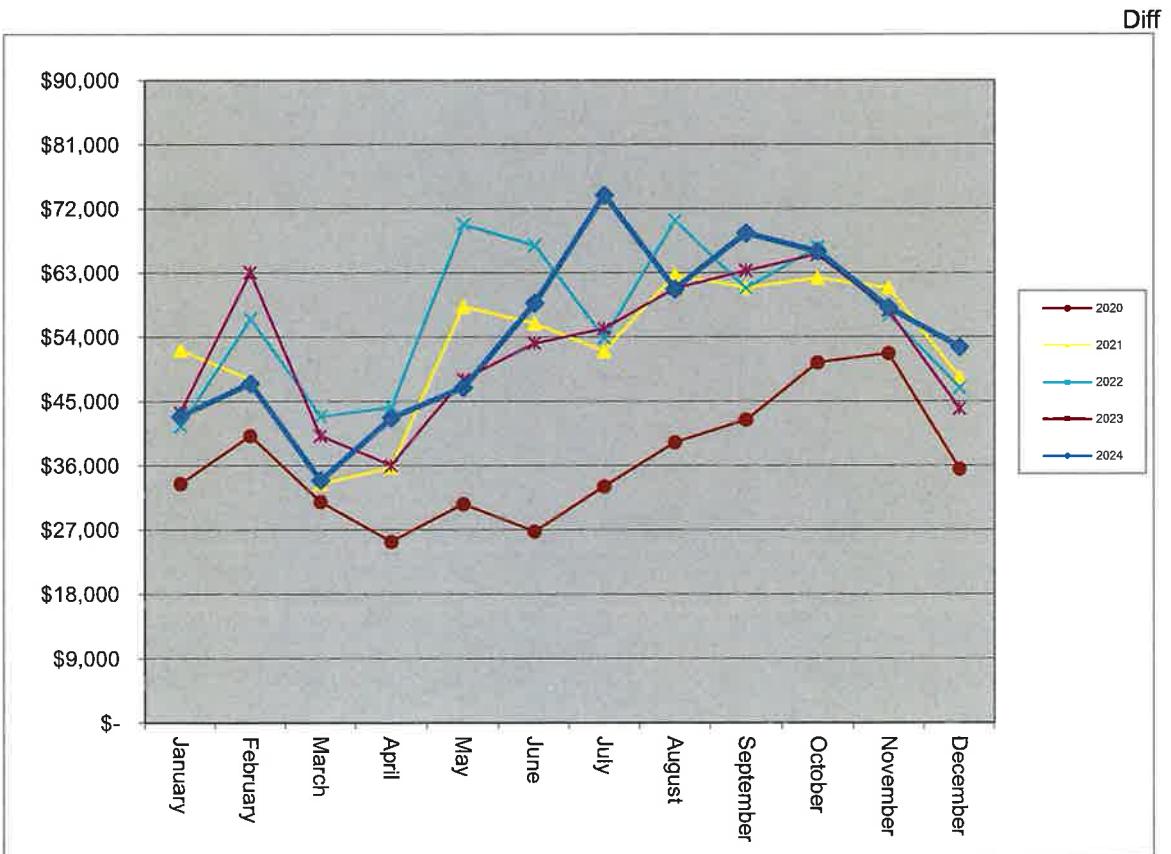
Investments

Premier Bank CD #11654670	\$ 261,207.35
Pacific Mountain Bank CD	\$ 250,000.00
TVI Investments 912833LQ-1	\$ 262,125.28
Banner Bank CD	\$ 156,150.17
LGIP	\$ 65,981.47
Total Investments	\$ 995,464.27

Town of La Conner

Sales Tax Receipts

Month	2020	2021	2022	2023	2024	
January	33,427.50	52,155.18	41,561.10	43,390.62	42,874.71	
February	40,192.52	48,035.77	56,546.93	63,103.16	47,549.13	
March	30,913.88	33,430.43	42,937.78	40,187.49	33,929.53	
April	25,318.90	35,756.91	44,209.82	36,015.58	42,670.99	
May	30,598.74	58,286.79	69,865.79	48,072.92	46,949.42	
June	26,758.90	55,900.26	66,878.23	53,129.86	58,778.05	
July	33,062.15	52,061.10	53,917.06	55,178.70	73,967.99	
August	39,233.38	62,720.18	70,383.49	60,820.03	60,799.96	
September	42,409.55	60,971.61	60,899.83	63,276.38	68,591.27	
October	50,406.48	62,268.96	66,647.98	65,602.87	65,989.67	
November	51,733.86	60,911.19	57,164.48	57,728.51	58,132.76	
December	35,510.27	48,334.16	46,910.27	43,947.09	52,594.83	
TOTAL	439,566.13	630,832.54	677,922.76	630,453.21	652,828.31	
Budgeted	469,860.00	328,202.00	492,303.00	609,181.00	609,181.00	
Rec Year to Date	439,566.13	630,832.54	677,922.76	630,453.21	652,828.31	
Annual Monthly Avg	36,630.51	52,569.38	56,493.56	52,537.77	54,402.36	
Amount needed to meet budget:						107.16%
						(43,647.31)

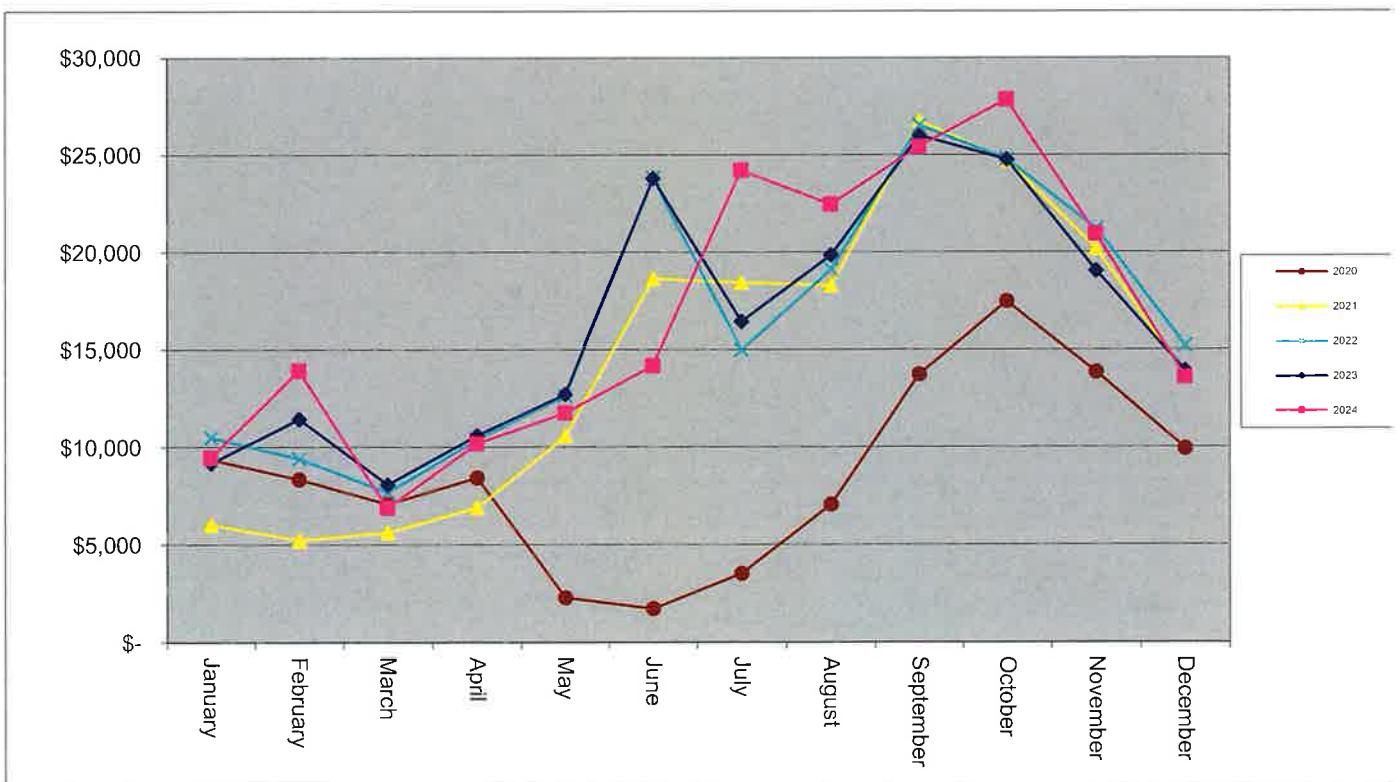


Town of La Conner

Annual Hotel/Motel Receipts

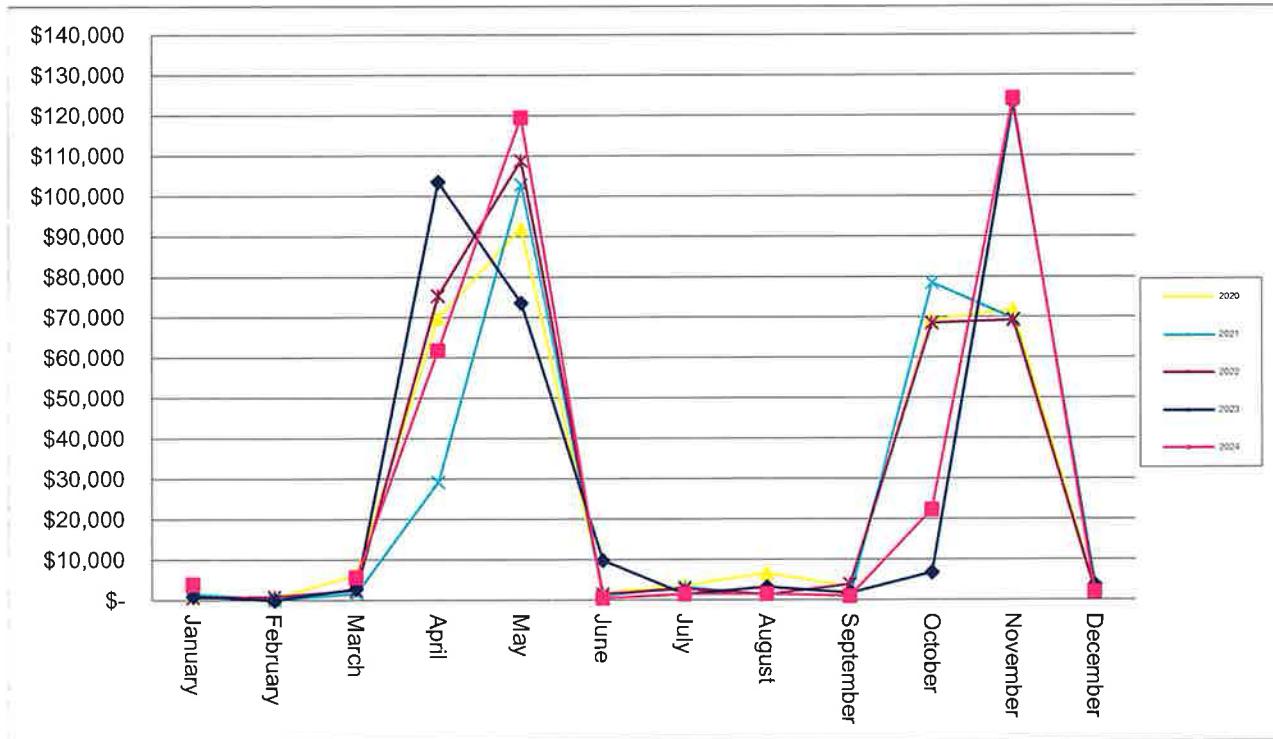
Month	2020	2021	2022	2023	2024
January	9,363.38	6,025.96	10,500.64	9,175.12	9,464.06
February	8,348.90	5,235.46	9,409.26	11,438.50	13,915.32
March	7,077.20	5,622.06	7,698.52	8,082.72	6,869.22
April	8,431.24	6,895.04	10,399.52	10,591.94	10,164.74
May	2,279.94	10,542.90	12,633.28	12,700.56	11,740.32
June	1,715.92	18,643.56	23,829.20	23,784.50	14,159.23
July	3,518.70	18,439.86	14,988.76	16,441.86	24,180.12
August	7,056.40	18,295.26	19,136.57	19,848.46	22,440.16
September	13,732.36	26,730.28	26,545.62	26,000.70	25,422.40
October	17,480.20	24,731.96	24,802.90	24,761.98	27,827.62
November	13,844.66	20,184.16	21,228.28	19,048.44	20,918.58
December	9,930.96	13,653.56	15,232.24	13,909.48	13,574.70
TOTAL	102,779.86	175,000.06	196,404.79	195,784.26	200,676.47
Budgeted	126,000.00	88,200.00	132,300.00	133,040.00	140,400.00
Received Year to Date	102,779.86	175,000.06	196,404.79	195,784.26	200,676.47
Monthly Average	8,564.99	14,583.34	16,367.07	16,315.36	16,723.04
Amount needed to meet budget:					(60,276.47)

142.93%



Town of La Conner
Annual Property Taxes

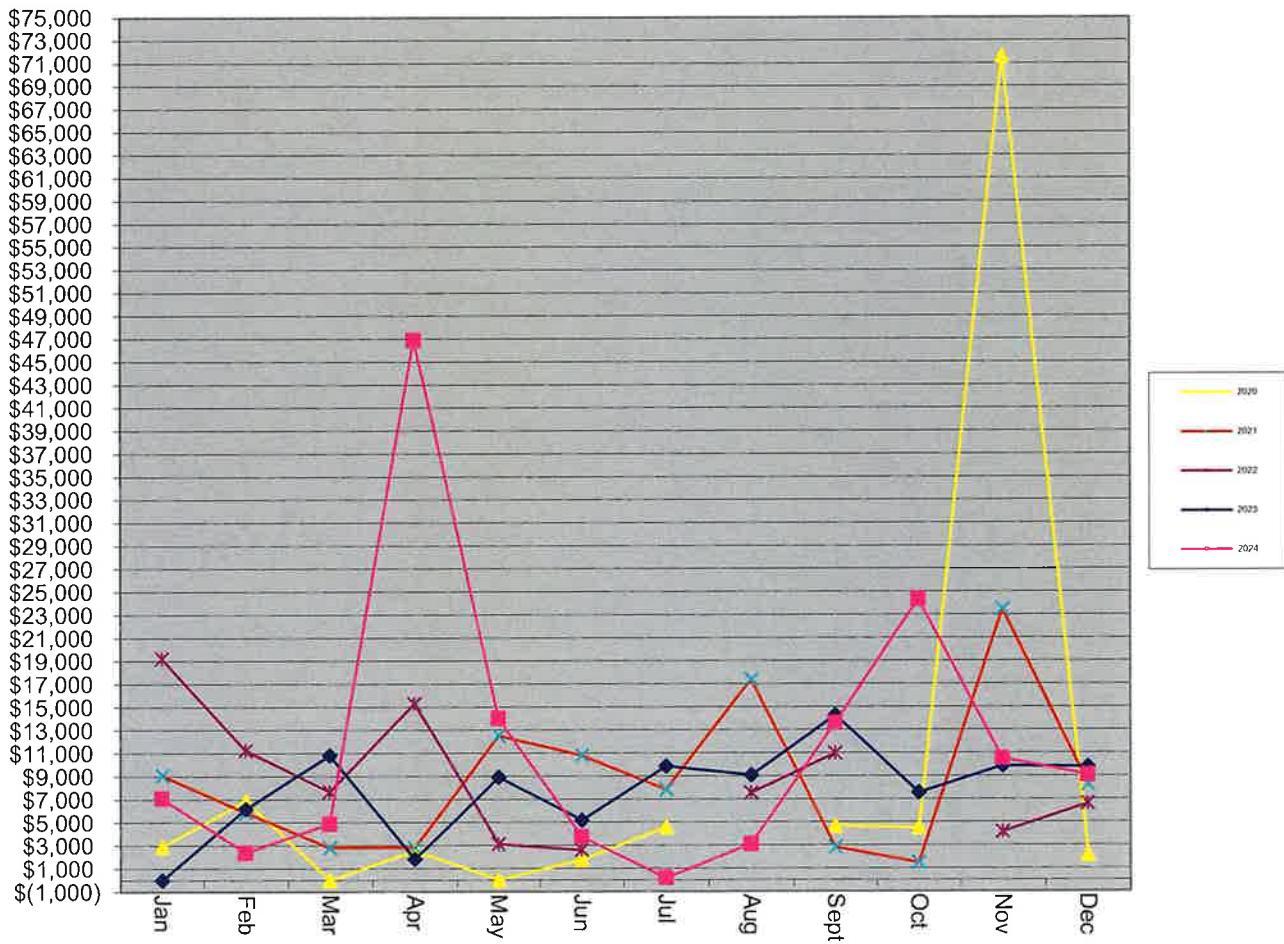
Month	2020	2021	2022	2023	2024	
January	1,366.53	1,735.37	679.87	1,020.21	4,001.34	
February	540.84	123.80	923.67	-		
March	6,187.85	1,731.98	2,479.49	2,889.62	5,655.39	
April	69,784.34	29,295.28	75,356.27	103,626.12	61,738.45	
May	92,047.43	102,991.26	108,828.88	73,546.50	119,446.31	
June	1,723.19	1,047.57	1,503.75	9,809.06	443.60	
July	3,510.19	3,275.00	2,725.34	1,412.30	1,422.72	
August	6,704.12	1,381.95	1,259.96	3,299.01	1,529.68	
September	3,314.93	1,100.00	3,887.71	1,714.39	945.91	
October	69,156.88	78,553.96	68,521.30	6,801.76	22,305.55	
November	71,812.11	69,666.72	69,178.91	123,150.38	124,237.44	
December	2,652.74	2,154.94	2,392.56	3,747.23	1,957.85	
TOTAL	328,801.15	293,057.83	337,737.71	331,016.58	343,684.24	96.24%
Budgeted	328,840.00	330,004.00	336,312	352,971	357,121	
Received Year to Date	328,801.15	293,057.83	337,737.71	331,016.58	343,684.24	
Monthly Avg	27,400.10	24,421.49	28,144.81	27,584.72	28,640.35	
Amount needed to meet budget:						13,436.76



Town of La Conner
Annual REET

Month	2020	2021	2022	2023	2024
Jan	2,887.09	9,078.30	19,230.75	-	7,092.50
Feb	6,878.02	5,860.80	11,263.69	6,179.19	2,376.00
Mar	-	2,796.75	7,672.50	10,820.70	4,874.50
Apr	2,538.11	2,796.75	15,300.45	1,825.00	46,887.00
May	-	12,508.65	3,118.50	8,910.00	14,030.90
Jun	1,757.25	10,815.74	2,598.75	5,164.50	3,750.00
Jul	4,566.37	7,825.50		9,874.25	176.50
Aug		17,362.12	7,548.75	9,070.87	3,105.00
Sept	4,682.69	2,821.50	10,976.62	14,275.00	13,600.00
Oct	4,497.07	1,480.05		7,543.80	24,342.50
Nov	71,626.40	23,472.90	4,149.50	9,875.00	10,500.00
Dec	2,128.50	8,256.60	6,599.50	9,776.25	9,085.00
TOTAL	101,561.50	105,075.66	88,459.01	93,314.56	139,819.90
Budgeted	36,000.00	36,000.00	36,000.00	72,000.00	72,000.00
Received Year to Date	101,561.50	105,075.66	88,459.01	93,314.56	139,819.90
Monthly Average	8,463.46	8,756.31	7,371.58	7,776.21	11,651.66
					194.19%

Amount needed to meet budget: (67,819.90)

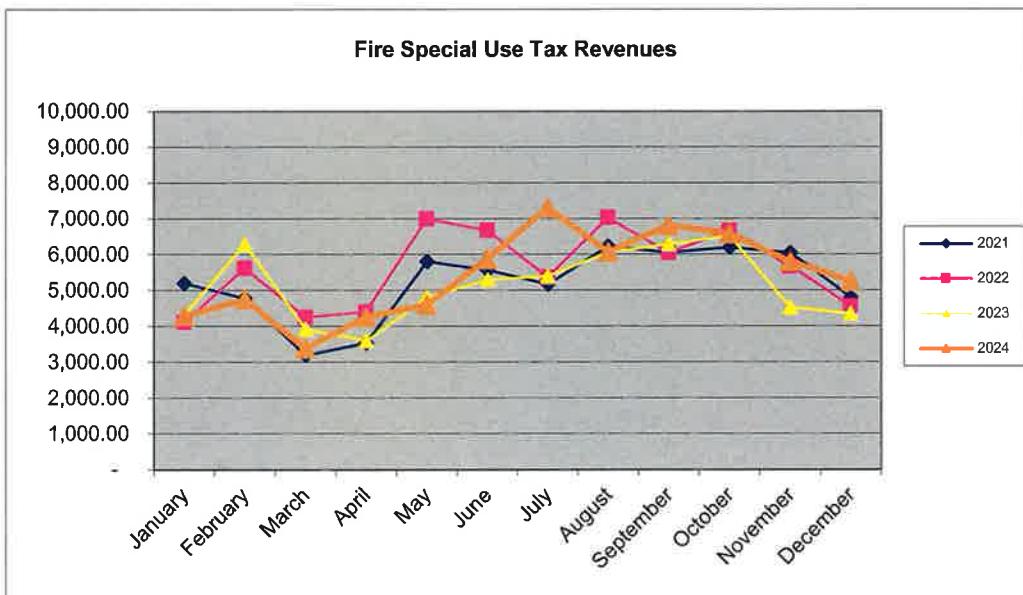


Town of La Conner
Special Use Fire Tax Revenue

Month	2021	2022	2023	2024	
January	5,196.26	4,108.62	4,333.29	4,280.52	
February	4,779.92	5,609.50	6,278.74	4,738.97	
March	3,192.27	4,237.71	3,923.57	3,382.21	
April	3,536.70	4,396.10	3,593.96	4,254.77	
May	5,807.88	6,984.88	4,796.78	4,593.74	
June	5,569.18	6,661.47	5,297.25	5,869.99	
July	5,170.83	5,364.02	5,393.11	7,301.60	
August	6,230.94	7,019.56	6,063.58	6,070.44	
September	6,055.85	6,041.25	6,284.28	6,798.06	
October	6,201.24	6,659.05	6,524.47	6,589.21	
November	6,052.29	5,673.70	4,516.48	5,798.19	
December	4,795.36	4,555.14	4,344.70	5,252.88	
TOTAL	62,588.72	67,311.00	61,350.21	64,930.58	129.86%
Budgeted	30,334.00	45,501.00	50,000.00	50,000.00	
Received Year to Date	62,588.72	67,311.00	61,350.21	64,930.58	
Monthly Avg	5,215.73	5,609.25	5,112.52	5,410.88	

Amount needed to meet budget: **(14,930.58)**

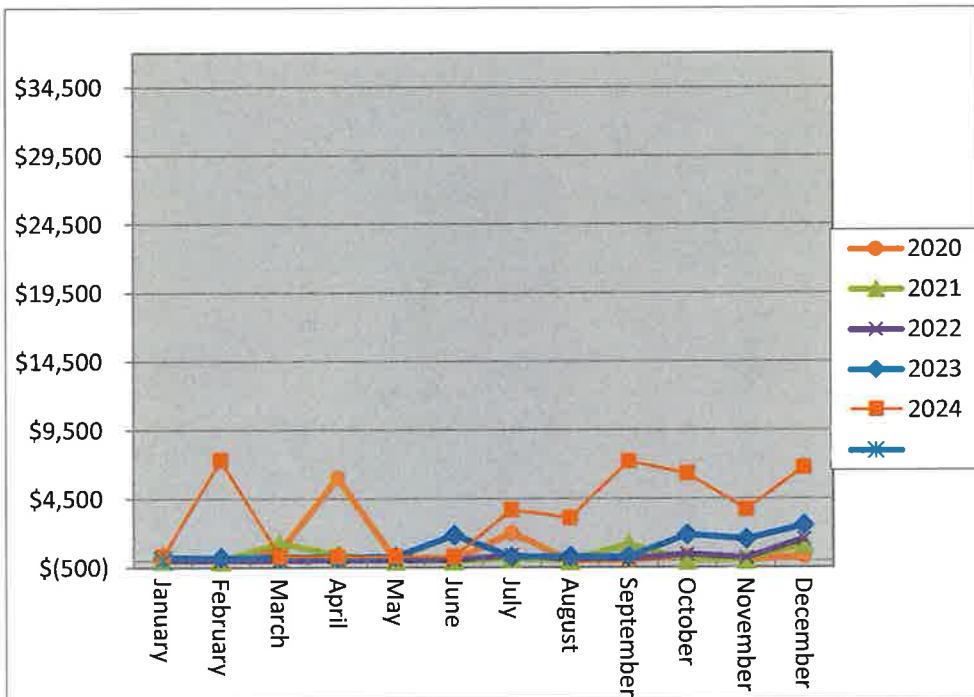
Diff



Town of La Conner

Investment Interest Receipts

Month	2020	2021	2022	2023	2024	
January	85.01	53.53	4.52	222.14	288.36	
February	77.60	6.04	4.86	211.19	7,298.06	
March	654.91	1,256.42	11.21	242.20	290.11	
April	5,977.72	396.24	19.48	243.73	281.56	
May	24.67	3.80	35.04	264.29	292.30	
June	17.74	3.62	48.70	1,847.72	284.46	
July	2,000.42	141.11	382.44	271.13	3,681.23	
August	12.71	3.92	112.03	277.67	3,094.00	
September	9.88	1,169.94	123.87	272.22	7,196.78	
October	283.03	4.66	446.26	1,881.45	6,307.42	
November	7.74	59.37	182.53	1,550.19	3,684.94	
December	279.06	1,157.59	1,549.18	2,546.09	6,749.90	
TOTAL	9,430.49	4,256.24	2,920.12	9,830.02	39,449.12	516.01%
Budgeted	5,500.00	4,465.00	4,581.00	5,079.00	7,645.00	
Received Year to Date	9,430.49	4,256.24	2,920.12	9,830.02	39,449.12	
Monthly Average	785.87	354.69	243.34	819.17	3,287.43	
Amount needed to meet budget:						(31,804.12)



Department Heads Reports



Town of La Conner

Honorable Mayor and Town Council

Monthly Report on Wastewater Treatment Plant Operations & Maintenance

Month: December 2024

During the month of December, the plant is running well. The effluent is clean, and the fecal coliform counts are below permit. 1 grinded yard waste pile.

See attached spreadsheet for WWTP data.

Locates

- There were twenty-five (25) locates in December with no issues.

Call Outs-Emergencies

- 12/14/24 – called out for a power outage. By the time we got there the power had been restored. Checked all the VFD's and reset the alarm.

System Maintenance

- Farmers repaired the wasting tube and replaced the compost mixer motor; Ackermann wired the new mixer motor and repaired the GFI outlet for the influent sampler.

Process Changes

- NONE

Miscellaneous

- Both waste pumps are down.
- In the process of replacing the tribal meter.

Compost Sales:

Wholesale

0 yards were sold in December– 0 yards year to date.

Retail Sales

268 yards were sold in December– 7133 yards year to date.

In December 2024, the Town received 268 yards of retail and wholesale compost for a total of \$1,785.00

Metered Flow:

Influent:	<u>11,300,000 Gallons</u>
Tribal:	<u>3,419,525 Gallons</u> – Averaged due to broken meter.
Hydrant:	<u>15,184.41 Gallons</u>
Belt Press:	<u>861,299 Gallons</u>
Reuse Water:	<u>265,121 Gallons</u>

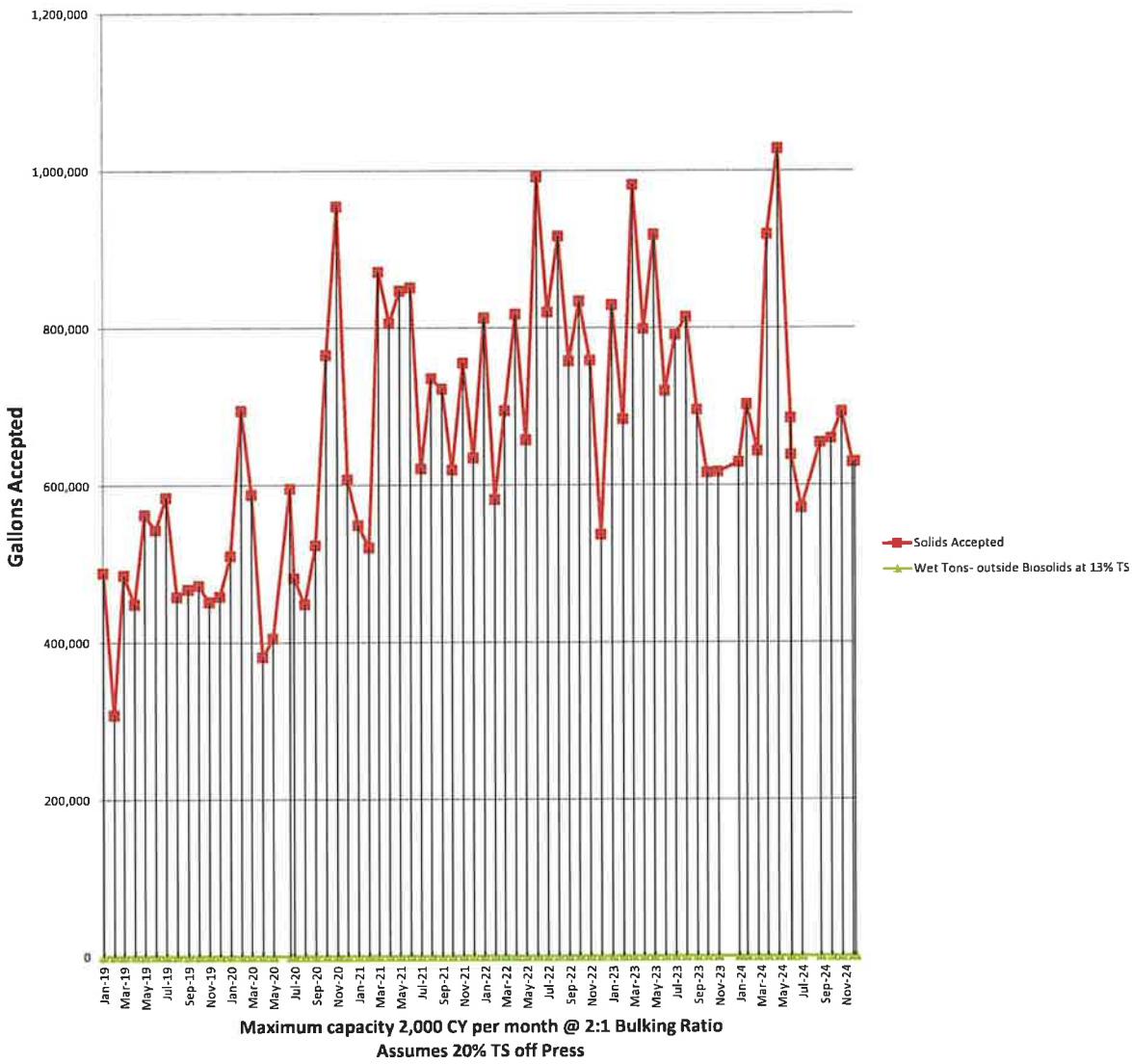
LaConner Wastewater Treatment Plant

Monthly Data 2024

Date	WWTP Total Flow	WWTP Daily Avg	WWTP Max Daily	WWTP Flow Last Year	WWTP Flow up/down from LY	Gallons of Outside Waste Processed	Gallons of Outside Waste Processed Last year	Up/down from last year	Wet tons of 95% Biosolids Processed	Wet tons of <95% Biosolids Processed
Jan-24	12,480,000	402,581	608,000	11,013,000	13%	705,942	945,220	-25%	0	22
Feb-24	9,840,000	339,310	480,000	8,850,000	11%	643,131	684,255	-6%	0	31
Mar-24	11,600,000	374,194	673,000	10,260,000	13%	919,034	981,848	-6%	0	30.44
Apr-24	9,040,000	301,333	386,000	8,880,000	2%	1,028,119	798,693	29%	0	34.89
May-24	9,040,000	291,613	399,000	8,773,000	3%	685,181	918,969	-25%	0	44.79
Jun-24	9,260,000	275,333	371,000	7,620,000	22%	638,796	720,242	-11%	0	38.86
Jul-24	8,210,000	264,839	342,000	8,190,000	0.2%	571,171	791,742	-28%	0	39.05
Aug-24	8,970,000	289,355	459,000	8,210,000	9.3%	654,239	813,797	-20%	0	50.86
Sep-24	7,840,000	261,333	483,000	7,750,000	1.2%	659,393	696,086	-5%	0	28.84
Oct-24	9,550,000	308,065	611,000	8,030,000	19%	693,239	615,904	13%	0	30.07
Nov-24	11,420,000	380,667	580,000	8,420,000	36%	629,149	616,778	2%	0	23.33
Dec-24	11,300,000	364,516	735,000	11,050,000	2%	629,742	629,318	0%	0	37.47

Increase
 Decrease

LaConner Wastewater Treatment Plant Monthly Data 2019- Present

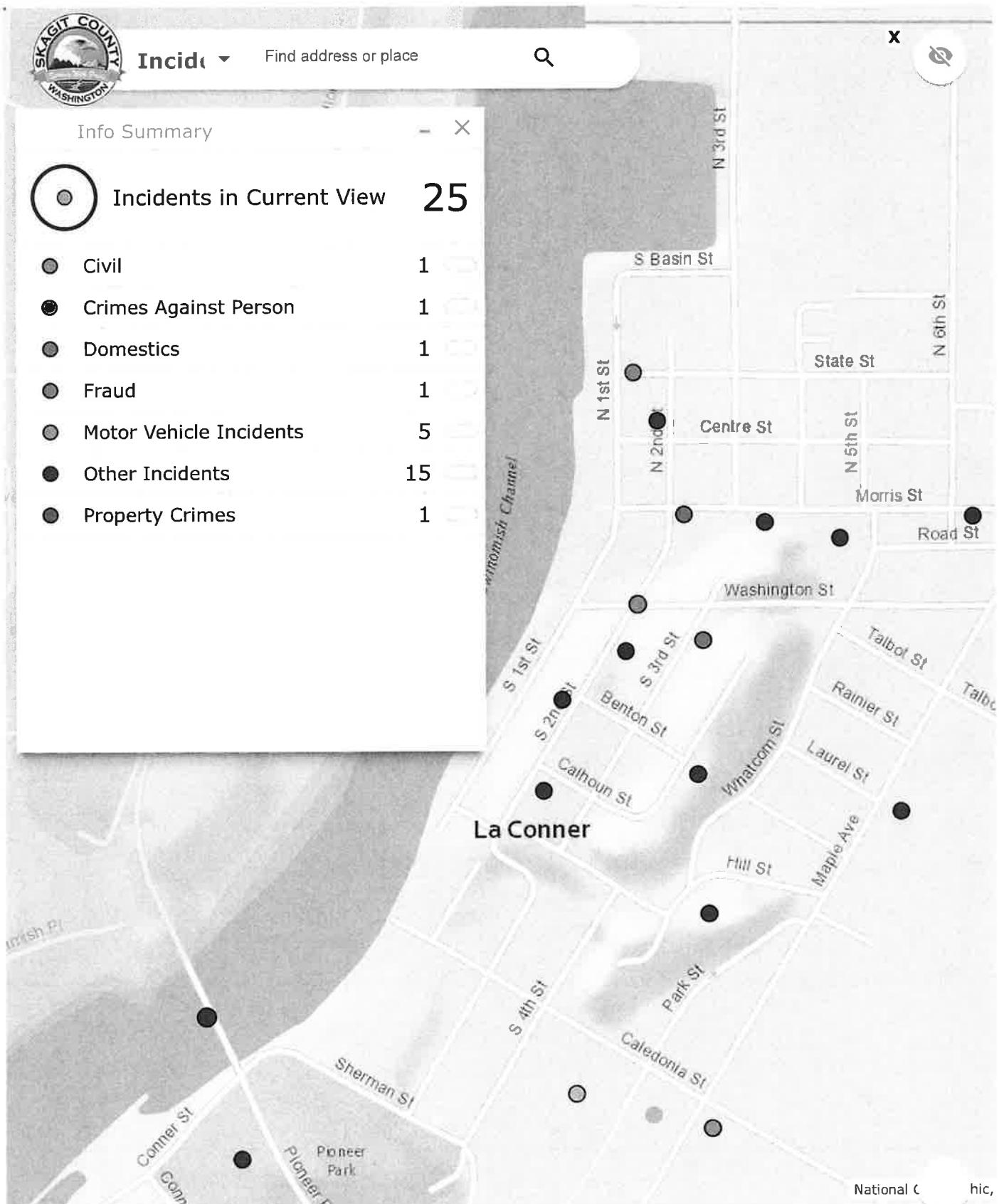


Sheriff Report

TimeDate	CaseNumber	NatureDesc
12/4/2024, 9:49 AM	24-15366	Alarm
12/5/2024, 10:25 AM	24-15415	Traffic Enforcement
12/5/2024, 11:40 PM	24-15442	Welfare Check
12/6/2024, 4:42 PM	24-15483	Alarm
12/7/2024, 12:30 PM	24-15513	Traffic Enforcement
12/11/2024, 5:58 PM	24-15685	Fireworks Violation
12/12/2024, 1:02 PM	24-15716	Suspicious Circumstances
12/14/2024, 6:22 AM	24-15778	Alarm
12/14/2024, 11:48 PM	24-15843	Telephone Harassment
12/15/2024, 2:05 PM	24-15863	Lost Property
12/16/2024, 8:34 PM	24-15927	Suspicious Circumstances
12/17/2024, 4:16 AM	24-15935	Alarm
12/17/2024, 12:40 PM	24-15949	Fraud Violation
12/17/2024, 4:28 PM	24-15963	Vehicle Accident
12/18/2024, 10:12 AM	24-15988	Traffic Enforcement
12/19/2024, 10:52 AM	24-16034	Weapon Violation
12/19/2024, 4:55 PM	24-16044	Welfare Check
12/21/2024, 10:11 PM	24-16150	Suspicious Circumstances
12/23/2024, 6:00 PM	24-16226	Domestic Violence
12/24/2024, 7:26 PM	24-16268	Vagrancy
12/26/2024, 12:22 AM	24-16302	Suspicious Circumstances
12/27/2024, 2:13 PM	24-16357	Traffic Enforcement
12/31/2024, 1:10 PM	24-16500	Vehicle Theft
1/2/2025, 4:19 AM	25-00036	Agency Assistance
1/2/2025, 4:29 AM	25-B00021	Agency Assistance

hours in town 80

hours in zone 778



-122.496 48.392 Degrees

600ft

Fire Chief / Code Enforcement Report

Dec-24

Alarms:	23 Emergency Calls	Ave # Responders:	2.9
100 Fire	1	300 Med	16
700 FA	2	900 Specia	500 Serv
		1	2

Calendar:
4-Dec Bussiness Meeting
11-Dec Radio Class
18-Dec Appriication Dinner

Events: Tree Lighting
Christmas
Flood Watch

Enforcement Notes: Constuction Sitew Visit
Reminders on 1st

Aaron Reinstra
Fire Chief/Code enforcement
Town of La Conner



TOWN OF LA CONNER

Monthly Planner's Report

December 2024

NEW APPLICATIONS ACCEPTED:

Land Use

- LU24-49RM, Ethnobotanical garden at La Conner School District.

Building Permit

- BP24-50ROW, 612 S. 3rd Street, right of way for utility trench
- BP24-51ROW, 918 Pearl Jensen Way, PSE job
- BP24-52FG, La Conner School District, fill and grade for gravel parking at garden
- BP24-53W, 1200 S 4th Street, updates to the Verizon Tower
- BP24-53ROW*, 540 N 3rd Street, PSE job, accidental permit number reuse

Page | 1

Planning Commission:

The Planning Commission met on December 3 and December 17. On December 3, the Planning Commission received information about the Commercial-Transition sub-area plan, approved suggested edits to the Housing Element, and approved changes to the code that would allow a youth advisor on the Planning Commission. On December 17, the Planning Commission received information based on a public workshop that took place on December 11, and further information about a collaboration with an intern from Western Washington University.

Hearing Examiner:

There was no business before the Hearing Examiner during the month of December.

Comprehensive Plan Update:

This month, staff continued to work with the hired consultant to develop the sub-area plan for the Commercial-Transition Zone, focusing on stakeholder interviews and data gathering. In addition, staff received comments from the Department of Fish and Wildlife regarding the Housing and Land Use Element.

General Planning Activities:

- Staff are continuing to review the Public Participation Program currently in place and are testing new methods of public engagement, such as Community Mingles and Public Workshops.
- Staff are continuing to engage in chapter-by-chapter review and rewrite of the Comprehensive Plan elements.
- Staff are developing internal processes to ensure consistency between departments.
- Staff are continuing to engage in collaboration with La Conner's neighbors, including the Swinomish Tribe, the Port of Skagit, and the La Conner School District.
- Staff are reviewing the current files for record retention requirements.
- Staff are continuing to update property files.
- Continuing review of development and permit applications.
- Continuing response to public inquiries regarding land use.
- Continuing issuance of permits.
- Long term planning priorities:
 - Neighborhood plan for Commercial Transitional Zone.
 - 2023-2025 Comprehensive Plan Update
 - Public Participation and Communication

Unfinished Business

1) Center Street Project - Discussion

New Business

- 1) Agreement – National Hose Testing Specialties
(Ladder & Fire Hose)**
- 2) Big Recommendation – Discount Fence for Maple Park**
- 3) Agreement – Maple Hall HVAC Maintenance Agreement
Attachment (D.K. Systems)**
- 4) Agreement – Pye Barker Company Service of Maple Hall**
- 5) Resolution – In Support of La Conner School Levy**
- 6) Permit Waiver – Skagit County Historical Museum
(Jo Wolf)**



National Hose Testing Specialties, Inc.

2025 GROUND LADDER TESTING AGREEMENT

Date issued: December 4, 2024

Dept. ID # WA215

This agreement is entered into by and between National Hose Testing Specialties, Inc., a corporation (hereinafter known as, **National**) and **"La Conner Fire Department"**, a municipal corporation, district or political subdivision of the State of **Washington** (hereinafter known as, **Department**).

THIS DOCUMENT MUST BE SIGNED AND RETURNED PRIOR TO YOUR SERVICE TEST DATE.

1. **Department** hereby engages **National** and **National** agrees to conduct physical inspection, horizontal bending test, roof hook test, hardware test, and to provide test documentation on the ground ladders of **Department**, per **Department's** Special Instructions (if any) and according to the National Fire Protection Association 1932 Standard for the Use, Maintenance, and Service Testing of In-Service Fire Department Ground Ladders, 2020 Edition, or current edition (hereinafter known as, NFPA Standard).
 - a. **National** shall conduct a visual inspection, as specified in Chapter 6.1.3 of NFPA Standard. All ladders failing visual inspection shall be tagged for removal of service or repaired by **Department**.
 - b. **National** shall conduct service testing in accordance with Chapter 7 of NFPA Standard. Service testing will be as specified in Chapter 7.1 of NFPA Standard unless **Department** specifies altered service testing. (See **Department's** Special Instructions).
 - c. **National** shall inspect and replace heat sensors as in Chapter 6.2.10.1.
 - d. **National**, within thirty - (30) days of completed service, shall deliver to **Department** final test documentation. Documentation to include but not limited to the Ground Ladder record information as in Chapter 7.1.7. Documentation provided electronically includes summary reports for all ground ladders tested and in inventory. Hard copy and CD available upon request.
 - e. **National** shall provide service-testing equipment required to perform **Department's** ground ladder service test.
 - f. **Department** shall provide **National** a suitable location for performance of the service test.
 - g. **Department** shall make available to **National** all ground ladders to be tested at the time and place established for the conduct of the service testing and shall disclose to **National** any known defects or dangerous conditions therein.
 - h. **Department** shall be responsible for all repairs deemed necessary in accordance with manufacturer's instructions, as specified in Chapter 6.1.4.2 of NFPA Standard.
 - i. **National** shall inspect all apparatus after completion of testing and reloading for accuracy as found or requested by **Department** prior to releasing to **Department**.
 - j. **Department** shall inspect all apparatus prior to placing back into service.
2. The service test date(s) will be established by agreement between the parties.
3. Based on the footage estimate provided, **Department** agrees to pay **National** \$2.50 per foot, times 107 feet; with actual footage tested per documentation being used for billing. Full payment is due upon delivery of final test documentation by **National**.
4. **Department** agrees to pay **National** for heat sensor labels installed based on the following cost each: \$2.00 per label plus any state and local sales tax as required.
5. To the extent of any limitation on liability for public bodies under state law, **Department** agrees to release and to defend, indemnify and hold **National** harmless from any **claims, liabilities, demands, damages or actions** for property damage, personal injury or death, and any **claims** incident thereto, including attorney fees and costs incurred in defense thereof, arising out of or relating to the failure for any reason of any ladder tested by **National** unless it can be established by a preponderance of the evidence that **National** breached its obligation to test said ladder and accurately report the result thereof in accordance with the terms of this contract and that said ladder was not, as of the date tested, in fact capable of withstanding the standard test established by the said NFPA Standard when tested according to the procedures therein.
6. In the event of suit or litigation arising out of or relating to this agreement, the prevailing party in such action shall be entitled to recover judgment for its reasonable attorney fees as may be awarded by the Court in which such suit or action is tried, heard, or decided, and any appeal there from.

DEPARTMENT'S SPECIAL INSTRUCTIONS:

7. **National** will not be bound by any of **Department's** Special Instructions unless it has agreed to be bound and signed or initialed the Special Instructions prior to testing. If agreed, **National** shall return an initialed copy to **Department**.

Dated this 4th day of December, 2024

Dated this _____ day of _____, 20_____

NATIONAL HOSE TESTING SPECIALTIES, INC.

AUTHORIZED DEPARTMENT REPRESENTATIVE

Bob Evans

Signature
Bob Evans, President

Signature
Title: _____

Return to: National Hose Testing Specialties, Inc., P.O. Box 1024, Dallas, OR 97338 or fax to (503) 623-7424 or email to anna@nhts.com
Note: The terms of this agreement are void if not signed and returned within three months of date of issue (sign & submit copy to **National**).

A **Convenience Fee of 2.5%** will be assessed on the total payment amount for **credit & debit transactions**.



WWW.NHTS.COM

National Hose Testing Specialties, Inc.

2025 FIRE HOSE TESTING AGREEMENT

Date issued: December 4, 2024

Dept. ID #WA215

This agreement is entered into by and between National Hose Testing Specialties, Inc., a corporation (hereinafter known as, **National**) and **"La Conner Fire Department"**, a municipal corporation, district or political subdivision of the State of **Washington** (hereinafter known as, **Department**).

THIS DOCUMENT MUST BE SIGNED AND RETURNED PRIOR TO YOUR SERVICE TEST DATE.

1. Department hereby engages **National** and **National** agrees to unload, pressure test, re-load, conduct physical inspections and to provide test documentation on the fire hoses of **Department** per **Department's** Special Instructions, if any, and according to the National Fire Protection Association 1962 Standard for the Care, Use, Inspection, Service Testing and Replacement of Fire Hose, Couplings and Nozzles and Fire Hose Appliances, utilizing the 2018 Edition, or current edition, (hereinafter known as, NFPA Standard).
 - a. **National** shall conduct a physical inspection, prior to pressure testing, as specified in the NFPA Standard. All hoses failing physical inspection shall be identified and tagged for removal from service, without being pressure tested. **Department** shall be responsible to store or discard any hose tagged by **National**. If **Department** elects to place back into service any hose tagged by **National**, **Department** shall be responsible for service testing the hose prior to placing it back into service.
 - b. **National** shall conduct service pressure test in accordance with Chapter 4 of NFPA Standard, 2018 Edition.
 - c. **National** shall service test all attack fire hose to a minimum of 300 psi and all supply fire hose to a minimum of 200 psi regardless of manufactured date unless specified differently by **Department**. See "**Department's** Special Instructions" for requested test pressure changes. **National** shall not test any hoses higher than 400 psi, this being agreed with the **Department**, by the signing of this agreement.
 - d. **National** shall inspect all apparatus after completion of testing and reloading for accuracy as found or requested by department prior to releasing to **Department**.
 - e. **Department** shall inspect all hose loads and connections on all apparatus prior to placing back into service.
 - f. **National**, within thirty (30) days of completed service, shall deliver to **Department** final test documentation. Documentation provided electronically, to include date of test, service test pressure, diameter, length, hose identification number, and test results as to each length of hose. A hard copy of summary reports for all hoses tested, available upon request.
 - g. **National** shall provide hydrostatic equipment required to perform **Department's** hose test.
 - h. **Department** shall provide **National** a suitable location for performance of the service test. The location shall include an adequate water source for **National's** hydrostatic equipment, which water shall be provided by **Department**.
 - i. **Department** shall make available to **National** all hoses to be tested at the time and place established for the conduct of the service testing and shall disclose to **National** any known defects or dangerous conditions therein.
 - j. **Department** will assemble any specialty hose packs (i.e., grass packs, forestry packs) following testing by **National**.
2. The service test date(s) will be established by agreement between the parties.
3. Based on the footage estimate provided, **Department** agrees to pay **National** .35 cents per foot, times 6,464 feet; with actual hose tested per documentation being used for billing which may increase or decrease final invoice.
4. Fire hoses handled by **National** that are to be removed from apparatus or service at the **Department's** request due to age or other factors and not pressure tested will be subject to 14 cents per foot handling fee. Full payment is due upon delivery by **National** of its final test documentation.
5. To the extent of any limitation on liability for public bodies under state law, **Department** agrees to release and to defend, indemnify and hold **National** harmless from any claims, liabilities, demands, damages or actions for property damage, personal injury or death, and any claims incident thereto, including attorney fees and costs incurred in defense thereof, arising out of or relating to the failure for any reason of any hose tested and certified by **National** unless it can be established by clear and convincing evidence that **National** breached its obligation to test said hose and accurately report the result thereof in accordance with the terms of this contract and that said hose was not, as of the date tested, in fact capable of withstanding the standard test pressure established by the said NFPA Standard when tested according to the procedures therein.
6. In the event of suit or litigation arising out of or relating to this agreement, the prevailing party in such action shall be entitled to recover judgment for its reasonable attorney fees as may be awarded by the Court in which such suit or action is tried, heard, or decided, and any appeal there from.

DEPARTMENT'S SPECIAL INSTRUCTIONS:

7. **National** will not be bound by any of Department's Special Instructions unless it has agreed to be bound and signed or initialed the Special Instructions prior to testing. If agreed, **National** shall return an initialed copy to **Department**.

Dated this 4th day of December, 2024

Dated this _____ day of _____, 20_____

NATIONAL HOSE TESTING SPECIALTIES, INC.

AUTHORIZED DEPARTMENT REPRESENTATIVE

Bob Evans

Signature
Bob Evans, President

Signature
Title: _____

Return to: National Hose Testing Specialties, Inc., P.O. Box 1024, Dallas, OR 97338 or fax to (503) 623-7424 or email to anna@nhts.com

Note: The terms of this agreement are void if not signed and returned within three months of date of issue (sign & submit copy to National).

A Convenience Fee of 2.5% will be assessed on the total payment amount for credit & debit transactions.

January 3, 2025

Council – Town of La Conner

Subject: Recommendation for Bid Award and authorize the mayor to sign contract for Maple Park Fence.

Three Bids;

- Valley Fence. \$7556.79 + tax.
- Economy Fence Center. \$7,423.81 + tax.
- Discount Fence \$6,750.00. + tax.

I recommend Bid Award and authorize the mayor to sign contract with Discount Fence, in the amount of \$6,750.00. + tax.

Sincerely,

Brian Lease
Public Works Director
Town of La conner

DISCOUNT FENCE

Contact Us

Office: (360) 873-4003
 Email: info@discountfencewa.com
 Web: http://www.discountfencewa.com

Gold Copy - Contractor
 Pink Copy - Agency/Offy

PUBLIC WORKS

Fencing Estimate & Contract

Additional Terms & Conditions on Reverse

Estimate/Contract # 2023-PW 0201

Date/Time 12/12/2023 via email

Source New Customer

Estimate valid for 7 days

Interested In

Agency: Town of LaConner
 Site Address: 1004 N. Third St
 City/Zip: LaConner WA 98257

Contact & Phone: Chris Smith 360-929-1004
 Billing Address: 204 Douglas St, P.O. Box 400 LaConner, WA 98257
 Email: pnforeman@townoflaconner.org

Chain Link Wood
 Ornamental Vinyl
 Deco Mesh Custom
 Other

Height	Style
4' or 5'	Black

Walk Gate	Drive Gate
✓	✓

Pipe Type	Concrete
Sch 40	30" + 1/2"

Term Posts	Gate Posts
2 3/8"	✓

Line Posts	Top Rail
3 1/8"	15/8"

Post Spacing	Post Size
10' OC	✓

String	Facing
150' out	✓

Tension Wire	Barb Wire
Bottom	✓

Pricing Conditions	
--------------------	--

Changes in Site Conditions
 WILL impact cost

Clearing must be completed prior to work starting or owner will be charged for labor and/or trip fee

Removal and Disposal
 NOT included unless specifically identified as included

Dog Tight - owner to backfill on uneven ground

MUST provide tax status at sign-up or sales tax added

Price	\$1,975.00
-------	------------

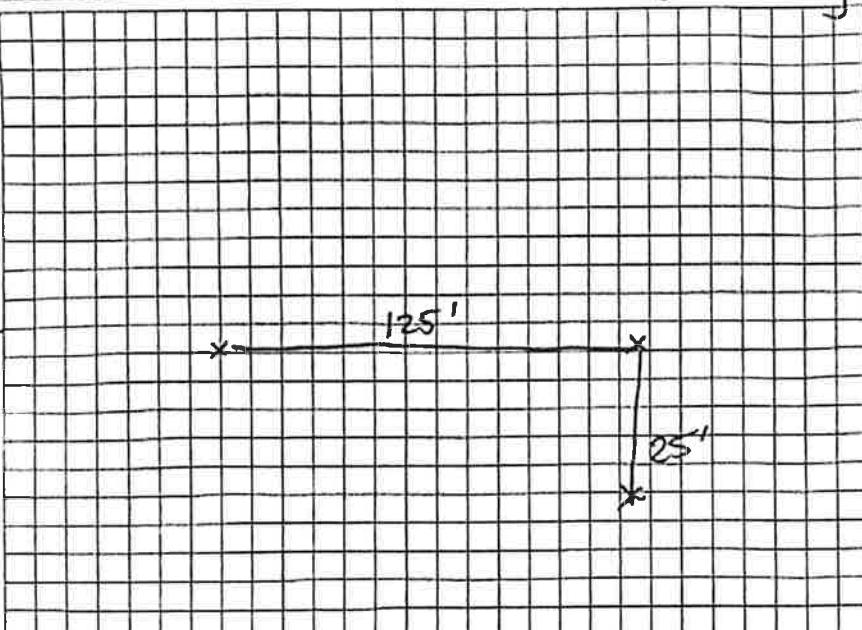
Discount	\$
----------	----

Subtotal	\$1,975.00
----------	------------

Tax	\$81.00
-----	---------

Total	\$2,056.00
-------	------------

Deposit	\$
---------	----



Site Conditions	Level	Slope	Hill	Rocky	Loose Soil	Clearing	Removal/Disposal	Animal Waste
-----------------	-------	-------	------	-------	------------	----------	------------------	--------------

Fence Info	Contour	Stepped	Dog Tight	(SEE PRICING CONDITIONS)				
------------	---------	---------	-----------	--------------------------	--	--	--	--

Special Equipment:

Prevailing Wage: YES or NO If YES, Certified payroll required? YES or NO

Install 150 LF of 4' or 5' tall black
 chain link on sch 40 black
 framework (2 3/8 end/corner posts,
 3 1/8 line posts, no gates, 15/8" top
 rail, bottom tension wire).

Prevailing wages - Skagit County eff 10/1/2024
 Certified Payroll included

Net 10% on completion

Includes all labor, materials and equipment to perform work. Estimator: Lee Date: 12/12/2023

CUSTOMER MUST:

- Clearly identify corners, ends, and gates and mark any private underground utilities; Obtain any necessary permits, approvals, or engineering before signing contract or change fees will apply
- Make ALL change requests in writing; \$500 change fee will apply to each change made after contract signed and will require an additional deposit.

ACCEPTANCE - PLEASE READ CAREFULLY:

I accept the prices, specifications, terms and conditions of this agreement and understand all work to be completed in a workmanlike manner according to standard practices. I agree to assume full responsibility for fence location, and at my sole cost and expense, to defend and hold harmless Discount Fence against any and all claims for work described herein. I will make any change requests in writing and pay associated charges with the understanding any reductions in work will affect pricing of remaining work (ex: price per foot will go up when footage reduced). I understand if I direct changes at the job site while work is performed I will be charged a fee plus time and materials (fee \$500 per change). I agree to pay total outstanding balance per terms on invoice. YOUR SIGN IS YOUR WARRANTY. DO NOT REMOVE.

Payment terms - PLEASE READ CAREFULLY:

- If required, pay deposit before job scheduled - credit card may be kept on file until job complete and balance paid in full.
- Pay balance due per terms on invoice; until final balance paid in full, we own materials and may remove at any time for non-payment.
- Payment requirements must be identified at sign up (ex: COI, Intent)
- Accept ACH, wire transfer, check, or credit card (note 3.5% bank fee)

Signature: _____ Date: _____



HEATING • AIR CONDITIONING • REFRIGERATION
DESIGN • CONTROLS • SERVICE • MAINTENANCE
LIC. # DKSYSI*982L1

D.K. Systems, Inc.
P O Box 886
Burlington WA 98233

Office: (360) 755-1555
darron@dksystemsinc.com

Maintenance Agreement

This agreement made and entered into between D. K. Systems, Inc; the **CONTRACTOR**, and the **CUSTOMER**;

Town of La Conner
Maple Hall
PO Box 400
La Conner, WA 98257

In consideration thereof, the **CONTRACTOR** agrees as follows:

1. To furnish all supervision, labor, and materials to perform all work described in paragraph 2 hereof, for a **MAINTENANCE AGREEMENT** located at **104 Commercial St., La Conner, WA 98257**.
2. This contract shall consist of: air filter changes, lubrication, control system updates, replace belts as needed, visual survey of equipment components and wiring, and light cleaning of;(heat exchangers, and blower compartment and components.) **D.K. Systems, Inc Guarantees to adhere to this agreement. All equipment will be kept in good working condition and in accordance to manufacturer's recommendations. In addition, the contractor will include all chemicals used in cleaning. No hidden costs or charges.**
3. The total price of this agreement can be adjusted at any time to reflect addition or deletion of any Heating, Air Conditioning, Refrigeration, or Ventilation equipment. See EXHIBIT A attached for the current equipment list covered under this agreement. **CONTRACT TOTAL \$1948.00 + tax.** Preventative maintenance will be performed **biannually** and will be billed out after maintenance visit is complete at **\$974.00 +tax.**
4. Emergency repairs authorized during the **MAINTENANCE INSPECTIONS** will be performed at the preferred contract customer hourly rate (7:00 A.M. to 4:00P.M., Monday through Friday) and at 1.5 times the preferred hourly rate for overtime. (Any hours beyond those listed previously); Labor will be charged in 1/2-hour increments. Any materials, refrigerant, refrigerant recovery and or recycling, and or any other parts needed, will be invoiced separately from the labor charges. Travel time is figured Portal to Portal and depending on urgency it may include a \$30.00 Truck Charge. **Maintenance related service calls occurring with the equipment in between inspections will be at no additional charge.**
5. All customer billings will be submitted by the 30 day of the month the service was/is performed. We ask payments to be made within 30 days of the service being performed. Interest of 1.5% a month will be added to all invoices 30 days past due.
6. The **CONTRACTOR** shall leave the jobsite clean and free of debris, perform in a workmanlike manner, provide adequate supervision, and conform to all applicable Tribal, local, city and state codes.
7. This agreement will commence beginning from the date it was signed by the two parties and be for the TWELVE months following.
This agreement may be canceled by the **CUSTOMER** or **CONTRACTOR** with a WRITTEN notice THIRTY days prior to the anniversary date.
8. Within THIRTY days of agreement anniversary, negotiations will commence for the Twelve-month period

IN WITNESS WHEREOF the **CONTRACTOR** and **CUSTOMER** have executed this agreement on _____

D.K. Systems, Inc.

Maple Hall – Town of La Conner

By: _____

By: _____

Date: _____

Date: _____

Maple Hall
Town of LaConner

Maintenance Agreement

Exhibit A

The equipment covered under this agreement will be:

Unit	Make	Model	Serial
IDU2	Daikin	FTX30WVJU9	E001033
IDU3	Daikin	FTX30WVJU9	E001904
IDU1	Daikin	FTX30WVJU9	E001898
ODU2	Daikin	RX30WMVJU9	E00247H
ODU3	Daikin	RX30WMVJU9	E00990M
ODU1	Daikin	RX30WMVJU9	E00991N
RTU1 - Furnace (G)	Modine	P350TMRLN93C3ET1JG/	35100917091024-1716
ERV1	Swegon	GOLDRX11	1001305464
Reznor	Reznor	HCRGB350	EAWG66H6N44664

The contract service will consist of: Cleaning of all Units along with Testing and Inspection (2) times a year. The Spring/Fall inspection, **May** and **November**, will be a Full Cooling and Heating Inspection, Unit Cleaning, performance testing in both cooling and heating modes, Filter Change and adjustment of the Thermostat 2 times per year. Checklists will be completed during the comprehensive maintenance visits and are stored electronically.

All of this data is recorded and saved in a secure database, system reports are generated live while technician is on site making often to quote out and make the repair on site while doing the maintenance so additional trips can many times be avoided.

Any other services or repairs that are outside of the usual maintenance agreement, a cost estimate will be given to the customer and it will be billed separately. At the customer's request only, will any other services or repairs other than what is listed in this agreement, be carried out.

X

Nick Pickering
Service Coordinator

X



2025 LIFE SAFETY YEARLY SERVICE PROPOSAL

A Pye Barker Company
735 E Fairhaven, Burlington, WA 98233
Phone 360-755-5444 Fax 360-755-5045
Nisha.Taylor@pyebarkerfs.com

TO Town Of La Conner Maple Hall
108 Douglas St
La Conner WA 98257

Date: 11/6/2024
Valid: 30 Days
Terms: NET 30

QUANTITY	DESCRIPTION	NTE PRICE
2	<u>Semi Annual Fire Suppression System Service</u> - Range Guard 2.5gal system, new links, foil seals, TEGRIS Fee, prevailing wage labor, travel & Intent & Affidavit Filing fees	\$775.00
1	<u>Annual Fire Extinguisher Service</u> - Fire extinguisher service including: Annual certification, 6year service, hydro testing, prevailing wage labor, travel & Intent & Affidavit Filing fees. (Does not include any new fire extinguishers)	\$610.00
1	<u>Annual Fire Alarm Inspection</u> - Includes 1 hour for fire alarm elevator shunt trip testing.	\$997.50
	Plus applicable sales tax	Annual Subtotal: \$2,382.50
	_____ Owner/Agent	

Public Works

Department Head Report

December – 2024

Water:

- Water System Comprehensive Plan Update; I have stressed my concern with the engineer and their schedule delay. The contract schedule was 100% draft plan October 2023.
- Asset Management; GIS Mapping, Work Orders, Work Requests, Inspections are currently 100% active for tracking and reporting. Weekly team meetings and training will continue
- Water loss for 2024 is estimated to be 3%. That is well below the 10% reporting requirements.
- New testing and reporting requirements for PFAS are now in place.
- Lead & Copper Rule Revision, Lead service line survey will continue through summer 2025.

Drainage:

- Annual flood mitigation along the waterfront is 95% in place. There have been two high tides that reached the ecology blocks and sandbags at 13.5', the flood event of December 2022 reached 14'
- Ongoing wet weather drainage maintenance, ensuring the catch basins are clear of debris.

Streets:

- Ongoing pothole repairs due to wet weather.
- TIB grant; Washington and Road St. pedestrian improvement project, bid advertisement is scheduled for the end of January with bid open mid to late February.

Park and Port:

- Tide Gauge; is logging critical data during the current high tides and storms. The remote access is a very helpful tool for public works to monitor high tides after hours.
- Ivy removal. A volunteer group lead by Steve Phillips a local resident has put together 3 work parties to remove ivy at pioneer park. Thank you Steve!

Facilities:

- Minor interior and exterior repairs to Maple Hall.
- Maple Hall floor has some minor flood damage from a major rain event last month. Working on repairs.
- The Fire Hall has some plumbing issues that need attention. I'm currently receiving quotes for the immediate repairs \$3,600 and very soon repairs \$8,000. The building is now 22 years old.

Other:

- Ziply Fiber project, construction has started and as I predicted, not going very well.
- scheduling 2025 Public Works projects.
- Projects; 516 Maple, 102 N 1st St, 613 Whatcom BP, La Conner Maritime utility extension DE. 733 Maple ADU, 212 State St, SP, 213 Calhoun remodel, 931 Maple Improvements, 306 Center project, 303 Center Garage, BYK Snapdragon 511, 514,519 BP's.

Brian Lease,

Public Works Director, Town of La Conner

Town of La Conner



A RESOLUTION OF THE LA CONNER TOWN COUNCIL SUPPORTING THE LA CONNER SCHOOL DISTRICT EDUCATIONAL PROGRAMS AND OPERATIONS LEVY, PLACED ON THE FEBRUARY 11, 2025 BALLOT.

WHEREAS, a high-quality education offers a path to opportunity by enabling every child to make the most of their talents and abilities, which fuels a robust economy; and

WHEREAS, any quality educational program must necessarily include diverse instructional programs and educational opportunities to be successful, including technology, music, drama, athletics and special educational services; and

WHEREAS, although Art. IX of Washington's Constitution reflects state consensus that “[i]t is the paramount duty of the state to make ample provision for the education of all children,” the Washington Superintendent of Public Instruction Chris Reykdal informs us that Washington ranks well below the national average for investment in K-12 education as a percentage of Gross State Product at 3.11%; and

WHEREAS, less than 80% of the La Conner School District’s special education programs are funded by the state, and no state dollars are used to support extracurricular programs, like athletics, that engage all La Conner students; and

WHEREAS, approximately 8% of the district’s annual funding currently comes from local levy dollars, which bridges the funding gap to pay for what La Conner students need and what the La Conner community expect the schools to offer; and

WHEREAS, the proposed Educational Programs & Operations levy will replace a four-year levy that will expire after December, 2025. As in nearly all school districts in Washington, a renewal levy is presented to voters every 4 years as the prior levy expires; and

WHEREAS, the La Conner School District Board of Directors has offered a levy proposition to the voters at a February 11, 2025, special election; and

WHEREAS, the replacement levy offered to La Conner voters, whose rate is estimated to be \$1.11 per \$1000 of assessed property value, is significantly less than the combined levy rates of Mount Vernon, Sedro-Woolley, Burlington-Edison, Conway, or Concrete; and

WHEREAS, the Town Council believes that a strong educational system maintains property values within La Conner provides for a strong community;

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE
TOWN OF LA CONNER, WASHINGTON AS FOLLOWS:**

That the Town Council of the Town of La Conner hereby expresses its support for passage of the La Conner School District Educational Programs and Operations Levy, and encourages voters to approve the levy at the election to be held on February 11, 2025.

Adopted by vote of the La Conner Town Council this day of January, 2025.

Mayor Marna Hanneman

Attest:

Finance Director

Approved as to form:

Town Attorney