

# Record of Proceedings Town of Elmer City August 17, 2023

The Town of Elmer City Council met in regular session at 505 Seaton Ave, Elmer City, Washington on the 17<sup>th</sup> of August 2023. Mayor Jesse Tillman, City Councilmembers Michael Humiston, William Dunlap, Clara Carson, Flora Long, Terje Berg, and Maintenance/Water Specialist Jimmer Tillman and Clerk/Treasurer Kelly Ross were in attendance or present via zoom.

Mayor Jesse Tillman opened the meeting at 5:30 p.m. and the Pledge of Allegiance was recited.

**Approval of Regular Minutes:** Michael moved to approve the July 13, 2023 Meeting Minutes as presented. Bill seconded the motion, all were in favor, motion carried.

**Award Planning Services:** Kelly stated no proposals were received for the Planning Services Request for Qualifications (RFQ). After some research and speaking with Gray & Osborne, Kelly has determined the town can appoint a qualified planner.

Kelly spoke with Kurt Danison of Highlands Association, and he would like to become the Planner for the town.

After some discussion Bill moved to appoint Kurt Danison as the Town's Planner. Terje seconded the motion, all were in favor, motion carried.

**Okanogan Sheriff Paul Budrow** stopped by to interduce himself and explained the Tribble Police Department is understaffed and has requested help from the Okanogan Police Department. Sheriff Budrow said there will be more patrol officers in our area and please call if there is anything he can do.

**Fore Main Assessment CDBG Grant Close Out Report:** Jesse stated the project is now complete and there were no significant issues during or after the process. Jesse signed the CDBG closeout report.

**Jerry Kennedy, Easter Sky Insurance:** Jerry stated he is very thankful for the Town's business all of these years and is confident the new owner will continue the same service. He then explained the rates and CIAW policy changes.

**Mayor Report:** Jesse reported a utility customer has requested to be reimbursed for over payment from August 2017 to December 2019. He explained the home has always been considered a two-unit and is charged for two water and sewer each month. The customer said in late 2019 he requested not to be charged as a two-unit because he was not collecting rent and wanted to be reimbursed. The past clerk changed the account to a one-unit charge and said he would get back to them about the

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reimbursement. The customer has a new renter and is now being charged as a two-unit.

Kelly stated after some research the stature of limitation for refunding water service overpayments have passed. After some discussion, council agreed not to reimburse the customer.

**Old & New Business:** No business was discussed.

**Maintenance Superintendent /Water Specialist Report:** Jimmer reported the construction on the new fire hall was progressing nicely and DOH will be here next week for the sanitation survey.

**Clerk/Treasurer Report:** Kelly would like to reinstate the utility customer deposit. She explained the process and will be included in the updated ordinance, council agreed.


Kelly requested to add life insurance to the employees' benefits, the cost is .15 cents per \$1000.

After some discussion Flora moved to add life insurance to the employees' benefits and the premium to be paid by the employees. Micheal seconded the motion, all were in favor, motion carried.

**Approval of Claims:** Michael moved to approve the **Aug 2023** claims/vouchers in the amount of \$172,015.72 warrant number 9947 to 9966 and the **July 2023** payroll in the amount of \$11,862.91. Terje seconded the motion, all were in favor, motion carried.

Terje moved to adjourn the meeting at 7 p.m. Clara seconded the motion, all were in favor, motion carried.

ATTEST:

  
KELLY ROSS, Clerk/Treasurer



TOWN OF ELMER CITY  
ELMER CITY, WASHINGTON

  
JESSE O. TILLMAN, Mayor