

Waitsburg City Council Meeting – July 19, 2025

Mayor Dunn called the meeting to order at 7:00 p.m.

Roll Call

City Clerk Randy Hinchliffe called the roll. The following were present:

Mayor: Marty Dunn

Council Members: Kevin House, Jim Romine, Court Ruppenthal and Jennifer Bishop

Others: file at City Hall

Agenda Approval

City staff requested a change to include an invoice for public works services. With the change, the agenda was approved and passed unanimously.

Approval of Minutes – June 18, 2025 Regular Meeting

With no corrections, minutes were approved and passed unanimously.

Public Comment

Bart Baxter, representing Waitsburg Park and Recreation, was in attendance to discuss the condition of the dog park and maintenance responsibilities. After Chairman Baxter unexpectedly left the meeting, Wendy Carter, also representing Park and Rec, requested a meeting with the Mayor and City Staff to discuss the condition of the dog park and to line out an agreement between the two agencies.

Wendy Richards reported to the Council on the various camps and activities being done by Waitsburg Park and Rec.

Jennifer Beckmeyer, representing the Palouse Valley Community Center, also updated the City Council on their summertime activities.

New Business

a. Ordinance 1096

Ordinance amending the City's municipal code associated with the removal of fees associated with utility locations due to changes in state law. City Staff provided background on the item and how it impacts the City going forward. With no more discussion, Council member Romine moved to approve with Council member Ruppenthal seconding. Motion to approve was approved and passed unanimously.

b. August/September Council meeting dates

Due to staff scheduling conflicts, a change to the August and September Council meetings was requested. It was decided to move them to August 12th and September 24th.

c. Payment Requestion

Payment request from Don Jackson Excavation for sewerline work. City Staff briefed the Council on the work and its results. With no more questions, Council Member Romine moved to approve with Council member Ruppenthal seconding. The motion to approve was approved and passed unanimously.

Unfinished Business

Mayor's Report

Mayor Dunn commented on City attendance at recent AWC regional meeting.

Council Reports

Council Member Ruppenthal thanked Park and Rec members for their efforts with summer youth camps.

Council Member Romine echoed the sentiment of Council member Ruppenthal, updated the Council on his attendance at the AWC Annual Conference in Kennewick and America 250 celebration event planning meeting

Council member Bishop updated the Council on the status of the library window replacement and stained-glass project along with teen intern progress.

City Clerk Report

City Clerk Randy Hinchliffe updated the Council on day-to-day activities of the City.

Approval of Bills

With no questions related to the City's obligations, Council Member Ruppenthal moved to approve with Council Bishop seconding. Motion to approve the bills was approved and passed unanimously.

June Payroll Clearing (Warrants 25726 - 25740)	\$23,520.11
-Includes direct deposit run on 6/27/2025 for \$9,578.21	
July Payroll Clearing (Warrants 25772 - 25783)	\$22,529.95
-Includes direct deposit run on 7/17/2025 for \$9,496.30	
July Claims Clearing Vouchers (25741 – 25771, 25784)*	
* Include application for payment	<u>\$93,967.04</u>
	Total \$140,017.10

Adjournment of Meeting

There being no further business, the meeting was adjourned at 7:48 p.m.

Approved: 8/12/2025 Attest:

Mayor

City Clerk