

## **Waitsburg City Council Meeting – August 12, 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, Jillian Henze and Jennifer Bishop

**Others:** file at City Hall

### **Agenda Approval**

With no changes to agenda, the agenda was approved and passed unanimously.

### **Approval of Minutes – July 16, 2025 Regular Meeting**

With no corrections, minutes were approved and passed unanimously.

### **Public Comment**

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

Fred Hamann, Chairman of the Board of Trustees, updated the Council on the activities at the Library.

### **New Business**

#### **a. Public Hearing – Capital Facilities Plan**

Public Hearing related to the annual update to the City's Capital Facilities Plan. Mayor Dunn opened the hearing at 7:07. City Staff presented the plan and associated changes from the prior year. Hearing closed at 7:15. Discussion only, no action taken.

#### **b. Resolution 2025-792**

Resolution approving the annual update to the City's Capital Facilities Plan. With no further discussion, Council member Bishop moved to approve with Council member Romine seconding. Motion to approve was approved and passed unanimously.

#### **c. Ordinance 1097**

Ordinance authorizing the waving of Capital Facilities Charges for affordable housing projects. City Staff briefed the Council on the ordinance and its potential overall impacts to city revenues. With no more questions, Council Member Romine moved to approve with Council member Henze seconding. The motion to approve was approved and passed unanimously.

#### **d. Pool Site Conversion**

City Staff presented an updated overall concept to convert the old City pool into a synthetic ice rink. Staff and Council discussed the concept and the differences associated with artificial, synthetic and natural ice and costs for each. Council member Henze was concerned about the skating surfaced and preferred to visit an existing rink to get a feel for the skateability. With no more discussion, Council member Romine moved to table the item with Council member Henze

seconding. Council member House voted against the motion. With three yes votes, motion to table the item was approved and passed.

**e. Resolution 794**

Resolution accepting a land transfer from WSDOT for a small piece of land at the end of E 6<sup>th</sup> St. City Staff provided background information on the agenda item and plans for future improvements in the area where the land exists. City staff took questions from the Council regarding the item. With no more questions, Council member Romine moved to approve with Council member Bishop seconding. Motion to approve was approved and passed unanimously.

**f. EPA Grant Agreement**

Approval of an grant from the Environmental Protection Agency for waterline improvements. City staff reminded the Council of the project that the previous delays associated with the grant program due to Administration changes at the Federal Government level. With no more discussion, Council member Romine moved to approve with Council member Henze seconding. Motion to approve was approved and passed unanimously.

**g. Department of Commerce Grant Agreement**

Grant agreement for year two of the City's periodic update to its comprehensive plan. City staff gave a status update on the working being done and overall use of grant funds to complete the update. With no more discussion, Council member Henze moved to approve with Council member Romine seconding. Motion to approve was approved and passed unanimously.

**Unfinished Business**

**Mayor's Report**

Mayor Dunn offered his appreciation to the local fire departments for their work fighting wheat fires during the harvest season.

**Council Reports**

Council Member Romine reported on AWC training, area crime activities and animal control staffing at the sheriff department. He echoed Mayor Dunn appreciation to the Fire Department. Council member Henze provided an update on Planning Commission activities, Park and Rec camp attendance and AWC leadership training.

**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.

July Payroll Clearing (Warrants 25785 - 25797)	\$25,946.06
-Includes direct deposit run on 7/29/2025 for \$10,601.11	
August Payroll Clearing (Warrants 25825-25841)	\$26,214.24
-Includes direct deposit run on 8/14/2025 for \$10,028.56	

August Claims Clearing Vouchers (25798 – 25824)

\$44,835.68

**Total \$96,995.98**

**Adjournment of Meeting**

There being no further business, the meeting was adjourned at 8:50 p.m.

Approved:

9/24/2025

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk