

<div>Agenda</div>		<div>CITY OF GOLD BAR COUNCIL MEETING Tuesday, September 2, 2025 7:00 PM CITY HALL</div>	
CALL TO ORDER, FLAG SALUTE, ROLL CALL			
AGENDA APPROVAL			
MAYOR'S REPORT, STAFF REPORTS, COUNCIL COMMENTS			
CITIZEN COMMENTS (SIGN-IN REQUIRED, LIMITED TO 3 MINUTES)			
CONTINUED BUSINESS - none			
NEW BUSINESS			
1. RESOLUTION #25-07 AMENDING PERSONNEL MANUAL – DISCUSSION AND ACTION			
2. ORDINANCE #785 AMENDING TITLE 12 – INTRODUCTION AND FIRST READING			
FINAL COUNCIL COMMENTS			
MINUTES APPROVAL		August 19, 2025	
VOUCHER APPROVAL			
CHECKS	CLAIMS	PAYROLL & TAXES	TOTAL
38625 - 38652	\$21,346.62	\$46,407.07	\$67,753.69
ADJOURNMENT			

**CITY OF GOLD BAR, WASHINGTON
RESOLUTION NO. 25-07**

**A RESOLUTION OF THE CITY OF GOLD BAR, WASHINGTON AMENDING THE
PERSONNEL MANUAL RELATING TO EMPLOYEE COMPENSATION**

WHEREAS, the Personnel Manual sets regulations for employee compensation, including benefits; and

WHEREAS, benefits may be cashed out when an employee leaves employment; and

WHEREAS, the Personnel Manual wording regarding benefits need clarification and updating; and

WHEREAS, there is no specific state legislation regulating how benefits are handled, allowing local jurisdictions to set their policies;

NOW THEREFORE BE IT RESOLVED by the governing body of the City of Gold Bar that the Personnel Manual shall be updated as follows.

Section I	Title 18, Compensation and Salaries
Section II	Title 24, Leaves of Absence and Time Off
Section III	Severability
Section IV	Effective Date

Section I, Title 18, Compensation and Salaries

C. When an employee's employment with the City is terminated for any reason, the employee will receive the following compensation:

1. For salaried employees, wages for the final full month no matter the number of hours worked in the month of termination.

1. 2. For hourly employees, regular hourly wages for all those specific hours worked in the month of termination. , up to the time of termination.

2. 3. Any overtime or holiday pay due.

3. 4. A lump sum payment of accrued vacation, compensatory time, and administrative leave.

5. A lump sum payment of accrued sick time, converted to vacation hours at a ratio of 2:1.

~~Employees are not entitled to payout of any accrued, but unused sick leave upon termination.~~

Section II, Title 24, Leaves of Absence and Time Off

A. Vacations.

7. If an employee has accrued more than three hundred (300) hours at the end of the year, they may cash out a maximum of forty (40) hours. If there is a remaining balance after what is carried over and what is cashed out, those hours shall be forfeit. (See Title 18, Compensation and Salaries, for information regarding benefits at termination of employment.)

B. Sick Leave.

11. Employees may convert sick leave hours to vacation hours, at a ratio of 2:1, once an accumulation of thirty (30) days sick leave has occurred. The thirty (30) day accumulation of sick leave must be maintained in order for any conversion to be requested. (See Title 18, Compensation and Salaries, for information regarding benefits at termination of employment.)

Section III, Severability

This resolution is severable and if any portion of it shall be declared invalid or unconstitutional, the remaining portion shall remain valid and enforceable.

Section IV, Effective Date

This Resolution shall take effect from, and after, its passage and approval, as provided by law.

Resolved this _____ day of _____, 2025.

APPROVED:

Steve Yarbrough, Mayor

ATTEST/AUTHENTICATED:

Lisa Stowe, Clerk/Treasurer

**CITY OF GOLD BAR, WASHINGTON
ORDINANCE #784**

**AN ORDINANCE FOR THE CITY OF GOLD BAR, WASHINGTON AMENDING GOLD BAR
MUNICIPAL CODE TITLES 8 AND 12, RELATING TO LITTER AND SIDEWALK
MAINTENANCE AND REPAIR**

WHEREAS, the Revised Code of Washington (RCW) 35A.11.020 and 35.23.440(33) give municipalities broad authority to manage and regulate rights-of ways; and

WHEREAS, the City of Gold Bar does not have a Street Commissioner; and

WHEREAS, current regulations relating to litter do not comprehensively define debris; and

WHEREAS, failure to comply wording does not include options relating to violations and/or collection of costs incurred outside of a lien process; and

WHEREAS, assessing, serving, and enforcement of violations falls under the purview of the Mayor, Chief of Police, and/or staff as the administration of policy;

NOW THEREFORE, THE COUNCIL FOR THE CITY OF GOLD BAR ORDAINS that Gold Bar Municipal Codes shall be amended as follows.

Section I, Title 8.12.040 – Litter Prohibited

Section II, Title 8.12.100 – Sweeping Litter Into Gutter Prohibited

Section III, Title 12.04.020 – Sidewalks in Need of Repair

Section IV, Title 12.04.040 – Failure to Comply

Section V, Title 12.04.050 – Recovery of Cost

Section VI, Severability

Section VII, Effective Date

Section I, Title 8.12.040 – Litter Prohibited

No person shall throw, drip, deposit, discard or otherwise dispose of litter, as that term is defined in RCW ~~70.93.030~~ 70A.200.030 or debris as defined herein, upon any public place in the city or upon any private property not owned by him, or in any waters within the jurisdiction of the city whether from a vehicle or otherwise, including, but not limited to, any sidewalk, street, alley, highway or park, except:

1. When such property is designated by the state or by any of its agencies or the city for disposal of garbage and refuse, and such person is authorized by the proper public authority to so use such property; or
2. Into a litter receptacle or other container in such manner that the litter will be prevented from being carried away or deposited by the elements upon any part of the public place or any private property; or

3. When such person is the owner or does have control or custody of the property or unless the act is done under the personal direction of the owner or tenant, and provided the litter will not cause a public nuisance or be in violation of any other state or local laws, rules or regulations.

The definition of litter is expanded to include natural debris, defined for the purpose of this Title, as any deposits of dirt, mud, vegetation, and/or gravel or rock material.

Section II, Title 8.12.100 – Sweeping Litter Into Gutter Prohibited

No person shall sweep into or deposit in any gutter, street, alley, stormwater catch-basins, rights-of-way, or other public place the accumulation of litter or debris from any building, or lot, or from any public or private sidewalk or driveway. Persons owning or occupying property shall keep the sidewalks in front of their premises free of litter.

1. Any person, firm or corporation making any deposits of litter or debris of any nature on the public rights-of-way and any other municipally owned improvements shall clean up said deposits during the course of each day's operation. Adequate equipment shall be available during each day of operation to ensure quick and timely removal of any such deposits. The right-of-way surfaces and all catch basins, culverts, or other municipally owned improvements affected by the deposits shall be cleaned.

2. Any person, firm or corporation causing loose litter or debris to be distributed beyond their property lines by wind or other natural weather event shall retrieve and clean up their litter or debris.

Section III, Title 12.04.020 – Sidewalks in Need of Repair

A. Whenever, in the judgment of the ~~street commissioner~~ Public Works Director, ~~of the city~~ any sidewalk is in need of repair, cleaning, or renewal, ~~as a result of any action caused by the abutting property owner (or tenant), the street commissioner~~ Public Works Director shall serve notice on the owner of the property immediately abutting upon that portion of the sidewalk of the condition thereof, directing the owner to clean, repair, or renew the portion of the sidewalk.

1. Any person, firm or corporation making any deposits of litter or debris of any nature on the public rights-of-way and any other municipally owned improvements shall clean up said deposits during the course of each day's operation. Adequate equipment shall be available during each day of operation to ensure quick and timely removal of any such deposits. The right-of-way surfaces and all catch basins, culverts, or other municipally owned improvements affected by the deposits shall be cleaned.

2. Any person, firm or corporation causing loose litter or debris to be distributed beyond their property lines by wind or other natural weather event shall retrieve and clean up their litter or debris.

B. If, in the opinion of the ~~street commissioner~~ Public Works Director, the sidewalk is in need of immediate repair, cleaning or renewal for the benefit of the public safety or welfare, the street commissioner may order the improvement made within any reasonable time.

Section IV, Title 12.04.040 – Failure to Comply

The notice shall order the owner of the abutting property to clean, repair or renew the sidewalk within ten (10) days after the date of service of such notice upon him, and shall state that ~~in case the owner shall fail to do as ordered within the time specified then the street commissioner will proceed to clean, repair or renew the sidewalk and will report to the city council at its next regular meeting an assessment roll showing the lot or parcel of land immediately abutting on that portion of the sidewalk so improved, the cost of cleaning, repairing or renewal and the name of the owner and the council will hear any or all protests against the proposed assessment. failure to comply will result in the issuance of a violation as detailed in GBMC 1.16.010, a bill for City staff hours, supplies, equipment, and administrative fees relating to work not completed by the owner, and/or a lien upon the property.~~ The notice shall inform the owner of their right to protest the notice. Such protest must be in writing, submitted to the Public Works Director and/or Mayor, and delivered prior to the ten-day deadline to comply.

Section V, Title 12.04.050 – Recovery of Cost

~~The city council Public Works Director shall at the time in the notice designated or at an adjourned time assess the cost of the work against the property in accordance with the benefits derived therefrom, which charge shall become a lien upon the property and shall be collected by due process of law. have the option, as detailed in GBMC 12.04.040, to assess a violation, invoice the property owner, or lien the property. Invoices must cover full cost of staff time, supplies and equipment used, and an administrative fee.~~

Section VI, Severability

This ordinance is severable and if any portion of it shall be declared invalid or unconstitutional, the remaining portion shall remain valid and enforceable.

Section VII, Effective Date

This ordinance shall take effect from, and after, its passage, approval, and publication as provided by law.

Passed by the Council for the City of Gold Bar on this _____ day of _____, 2025.

Attest: _____, Steve Yarbrough, Mayor

Attest: _____, Lisa Stowe, Clerk/Treasurer

First Reading: _____

Posted: _____

Second Reading: _____

Passed: _____

City of Gold Bar

EST. 1910



107 – 5th Street, Gold Bar, WA 98251

City of Gold Bar Council Meeting Minutes Tuesday, August 19, 2025

CALL TO ORDER, FLAG SALUTE, ROLL CALL

Mayor Yarbrough called the meeting to order at 7:00 pm. The meeting was held in hybrid format. Present in person were Councilmembers Craig, Lie, Martin, Russell, and Sears. Staff members present in person were Public Works Director Norris and Clerk Stowe. Office Manager Beaston attended via Zoom. Chief Whalen was absent and Deputy Fredricksen was present in person.

AGENDA APPROVAL

Councilmember Sears moved to adopt the agenda as presented and with a second by Councilmember Russell, the motion carried.

MAYOR'S REPORT

Mayor Yarbrough has been ill for a few weeks and is working on catching up. He said Gold Dust Day seemed to go well, with some minor hiccups. National Night Out was well attended and he thanked Family Grocer for donating hot dogs and the Mann Station for donating water. He met with the opioid treatment van staff and encouraged others to do so as well. The Department of Emergency Management is planning a tabletop exercise for train derailments.

Councilmember Lie asked about the status of the Tree Board. They are active and working on scheduling a meeting. Councilmember Lie then talked about feral apple trees in the park and elsewhere, and the mess they make.

Councilmember Martin asked if Mayor Yarbrough would be attending an opening day lunch.

STAFF REPORT

Deputy Fredricksen filled in for Chief Whalen in case there were any questions. Councilmember Lie asked if he had seen any difference in traffic with the new radar signs and he said he had noticed people slowing down.

Director Norris had several updates and there was discussion on each topic. There have been problems with water leaks in different locations and an issue with a pressure relief valve. A pipe at Well 3 broke and had to be repaired. Radar signs were installed and there should be data available soon. The old dump truck and street sweeper have been advertised. Because of being short-staffed, mowing has been let go. The maintenance position has been posted. The water fountain for the dog park was ordered but there has been a delivery issue. Playground equipment will be installed shortly. He had a meeting with Community Transit regarding potential changes to routes and encouraged people to give Community Transit feedback.

The watermain replacement on Orchard is complete and came in under budget and so the contractors will be able to add connections between wells in order to cut down on the city having to buy water from the PUD. The next phase is the street overlay and Director Norris reviewed the dates for work. Striping and speed tables will be part of the overlay project.

Well 4 repairs are continuing and as part of the process it may be possible to surplus old equipment related to the pump.

Clerk Stowe said the budget process will be starting and asked the Council to consider any recommendations they may have.

COUNCIL COMMENTS

Councilmember Sears has also been out ill. Councilmember Russell moved to excuse his absence from the last meeting and with a second by Councilmember Martin, the motion carried. Councilmember Sears said he has seen drivers slowing down at the new radar signs.

Councilmember Lie said he introduced himself to the opioid treatment staff and encouraged others to do so. He talked about how busy Lewis Street and the school have been with kids on bikes and other non-powered things. He said the average age he sees on ATVs seems to be around nine years old. He talked about Snohomish County Tomorrow and their discussions around the housing crisis and the costs of including parking in development. He also talked about city municipal code that prohibits parking on the right of way of the highway and said a line needs to be drawn between project cars and junk vehicles.

Councilmember Martin attended a meeting with Heidelberg regarding their expansion plans and a recreational meeting regarding Reiter Foothills and their new parking area. She also reminded people of the fire danger.

Councilmember Russell thanked Director Norris for the radar signs. He talked about the people he talks to in town and those that pick up trash in the park. He sees a lot of people taking pride in their community. He said Office Manager Beaston's work helped people feel safe in the area. He also said everyone he has talked to has been impressed with the contractors and staff on the Orchard project. He also met with opioid treatment staff.

Councilmember Craig met with opioid treatment staff and identified gaps in service, such as transportation and translating services. She is going to a Homeland Security conference in Washington D.C. and will be meeting with representatives. She asked the Council for anything they might like her to talk about. Councilmember Russell brought up the staffing shortage on federal lands and how deputies are having to pickup that shortfall. Councilmember Martin said that is beginning to be addressed and there have been new hirings.

CITIZEN COMMENTS - none

CONTINUED BUSINESS - none

NEW BUSINESS - none

FINAL COUNCIL COMMENTS/OTHER BUSINESS

Councilmember Lie talked about marijuana businesses and how he doesn't like seeing staff spending time on tasks for people who are not citizens. Director Norris said citizens are being vocal about the issues as well, but to staff and the Liquor Control Board. Councilmember Lie said that the council doesn't see that, and compared it to the code violations he sees and doesn't know if they are being addressed or not.

Councilmember Martin thanked Councilmember Craig for attending the upcoming conference.

Councilmember Russell also thanked Councilmember Craig and said he has talked to people about the smell from marijuana businesses.

MINUTES APPROVAL

Councilmember Sears moved to approve the July 15th, 2025, minutes as presented and with a second by Councilmember Russell, the motion carried.

VOUCHER APPROVAL

Councilmember Martin moved to approve checks numbering 38561 through 38596 with \$20,325.20 for claims and \$63,378.18 for payroll and taxes, for a grand total of \$83,703.38 and checks numbering 38597 through 38624 with \$263,889.47 for claims and \$1,000.00 for payroll and taxes, for a grand total of \$264,889.47 with a second by Councilmember Sears, the motion carried.

ADJOURNMENT

Councilmember Sears moved to adjourn the meeting and with a second by Councilmember Russell, the motion carried, and the meeting was adjourned at 7:54 pm.

Steve Yarbrough, Mayor

Lisa Stowe, Clerk/Treasurer

CHECK REGISTER

City Of Gold Bar

Time: 08:42:41 Date: 08/27/2025

08/20/2025 To: 09/02/2025

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1546	08/26/2025	Payroll	7	38625	Richard L Baker	4,573.73	
1547	08/26/2025	Payroll	7	38626	Denise J Beaston	3,443.85	
1548	08/26/2025	Payroll	7	38627	Krystal Craig	6.11	
1549	08/26/2025	Payroll	7	38628	Lance Hunt	3,526.43	
1550	08/26/2025	Payroll	7	38629	Chuck Lie	91.11	
1551	08/26/2025	Payroll	7	38630	Florence D Martin	91.11	
1552	08/26/2025	Payroll	7	38631	Richard D Norris	5,507.86	
1553	08/26/2025	Payroll	7	38632	Lee Russell	91.11	
1554	08/26/2025	Payroll	7	38633	Jordan Sears	91.11	
1555	08/26/2025	Payroll	7	38634	Arthur Stowe	2,447.59	
1556	08/26/2025	Payroll	7	38635	Lisa M Stowe	5,004.73	
1557	08/26/2025	Payroll	7	38636	Steven Yarbrough	911.12	
1567	08/26/2025	Payroll	7	38637	Vimly Benefit Solutions AWC Employee Ben.trust	7,062.20	Pay Cycle(s) 08/26/2025 To 08/26/2025 - WDS PLAN D; Pay Cycle(s) 08/26/2025 To 08/26/2025 - Basic Life; Pay Cycle(s) 08/26/2025 To 08/26/2025 - HealthFirst; Pay Cycle(s) 08/26/2025 To 08/26/2025 - VSP
1568	08/26/2025	Payroll	7	E38638	Coastal Community Bank	9,691.91	941 Deposit for Pay Cycle(s) 08/26/2025 - 08/26/2025
1569	08/26/2025	Payroll	7	38639	Dept Of Retirement Systems	3,792.10	Pay Cycle(s) 08/26/2025 To 08/26/2025 - PERS 2
1570	08/26/2025	Payroll	7	38640	MissionSquare	75.00	Pay Cycle(s) 08/26/2025 To 08/26/2025 - ICMA
1575	09/02/2025	Claims	7	38641	Atwell, LLC	3,162.50	Orchard
1576	09/02/2025	Claims	7	38642	Global Industrial	4,411.11	Dog Park Fountain Upgrade
1577	09/02/2025	Claims	7	38643	ICONIX Waterworks	7,480.59	Includes Refund Inv. U2515002670
1578	09/02/2025	Claims	7	38644	Kelley Connect Co.	201.32	
1579	09/02/2025	Claims	7	38645	National Barricade Co. LLC	2,085.23	
1580	09/02/2025	Claims	7	38646	Puget Sound Energy	107.88	
1581	09/02/2025	Claims	7	38647	Sno County District Court	583.59	
1582	09/02/2025	Claims	7	38648	Sno County PUD	1,266.14	
1583	09/02/2025	Claims	7	38649	Sno County Sheriff's Office	1,408.16	
1584	09/02/2025	Claims	7	38650	Sound Publishing	37.84	
1585	09/02/2025	Claims	7	38651	Verizon Wireless	234.41	
1586	09/02/2025	Claims	7	38652	WA State Treasurer	367.85	
001 General Government						21,601.04	
101 City Street						2,308.52	
103 Park Impact Fee Fund						4,411.11	
401 Water Operating						19,152.14	
403 Water Capital Improvement						12,351.92	
415 Stormwater Fund						7,561.11	
633 Agency Fund						367.85	
						<hr/>	
							Claims: 21,346.62
						67,753.69	Payroll: 46,407.07