

**CITY OF KALAMA
CITY COUNCIL MEETING
FEBRUARY 6, 2008**

1. OPENING

Mayor Pro Tem Adam Smee opened the City Council meeting at 7:00 p.m.

A. Flag Salute

Mayor Pro Tem Smee led those present in the Pledge of Allegiance.

B. Roll Call

Councilmembers present were Adam Smee (Mayor Pro Tem), Dominic Ciancibelli, Chuck Hutchinson, Don Purvis, and Bud Gish. Mayor Pete Poulsen was absent. City staff present were Director of Public Works Carl McCrary, Clerk/Treasurer Coni McMaster, and Police Chief Bruce Hall. Members of the public present are listed on the sign-in sheet.

2. EXECUTIVE SESSION - None

3. CHANGES TO THE AGENDA

A. Addition to Unfinished Business – Authorize the Mayor to Sign Agreement with Cowlitz County for a Park Grant of \$5000.00

4. PRESENTATIONS & AWARDS

A. Proclamation-One Book One Community Literacy Week – Feb. 25 – March 3, 2008

Mayor Pro Tem Adam Smee read the proclamation establishing the week of February 25 through March 3, 2008 as One Book One Community Literacy Week. Library Board member Mary Putka explained that through a grant received by the Kelso Library, the Kalama Library is participating in the event by offering a book free to all citizens interested. The book is to read and then discussed at several meetings to be held during Literacy Week. Ms. Putka provided all the Council members and staff with a copy of the book, Three Cups of Tea, in hopes they will participate.

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS – None

7. UNFINISHED BUSINESS

A. Solid Waste Management Plan – Complete Plan available for review at City Hall

Cowlitz County Public Works Director Ken Stone explained that the process of developing the plan which began back in 2002. Part of the process was to finalize a contract with the service provider, Waste Control, which was accomplished at the end of 2006 with an agreement that goes to 2035. All cities in the County have entered into an interlocal agreement with the County for preparing the plan, and they were represented on the Committee that put the final plan together. The Plan has been reviewed by Washington State Department of Ecology (DOE) and now needs to be adopted by the cities and then the County. Upon adoption the plan will be reviewed again by DOE. The City Council will review Resolution 511 later in the meeting.

B. Street Vacation – Planning Commission Recommendations

Mayor Pro Tem Adam Smee noted that this is a petition for a portion of Ninth Street and asked Director of Public Works Carl McCrary to review the proposal. Mr. McCrary stated the property is located near the school's new softball field. There is a rock outcropping on one side and a drainage ditch along another. The area is not on any plan for improvement as a city street. The adjoining property owners have petitioned for a vacation and the Planning Commission has reviewed the proposal. The Planning Commission has sent a report to the City Council recommending the street be vacated with the City retaining the right of easement for utility access. There is a sewer line running through a portion of the property. Councilmember Bud Gish stated that the area looks to be in the middle of a block and why not vacate it all. Mr. McCrary explained that the end near Date Street is a developed right-of-way serving a couple of homes. The end near Cedar Street is not a part of the current petition which has to be submitted by the adjoining property owners. The area being vacated will be used as access from the adjoining lots street. The petitioners will have to purchase the right-of-way for \$21,282.17 and pay all the costs associated with the filing of the petition. The funds will go to the Street Fund. An ordinance for approving the vacation is on the agenda for action later in the meeting.

C. Appointment to the Kalama Parks & Recreation Advisory Committee

Due to the absence of Mayor Poulsen, this item was tabled to the next meeting. It was noted that the City has received the resignation of Cheryl Purvis from the Parks and Recreation Advisory Committee which adds an additional opening on the Committee.

D. Authorize Mayor to sign Amendment No. 5 to DOE Grant & Loan

Clerk/Treasurer Coni McMaster explained that this is an extension of time for the

closing of the loan and grant agreements for the work on the downtown sewer line project. It is necessary in order for the City to address the issues with the street paving and painting. The extension is until March 31, 2008. Councilmember Dominic Ciancibelli made a motion the Council authorize the Mayor to sign the amendment No. 5 to the WA State Water Pollution Control Revolving Fund Loan No. L0400013 and Amendment No. 5 to the Centennial Clean Water Fund Grant No. G0400104 extending the agreements to March 31, 2008. Councilmember Don Purvis seconded, and the motion carried.

E. Community Building – Police Facility

Police Chief Bruce Hall gave an overview of the proposal and how the City came to be considering it. In 2007 the City began the process of developing a plan for addressing the space needs of the City's departments. During that process, the City established the space needs of the Police Department as the number one priority. The current 807 square foot building does not provide adequate space for separating suspects or witnesses; has an inadequate space for evidence storage; no interview room; and has leak, mold, and asbestos issues. In looking at options for where to relocate different departments of the City the Community Building was looked at as an alternative especially for the Library. Chief Hall has suggested that the Police Department be moved there instead. They would increase their space almost 400 square feet, and it would cost less to renovate the area for the use by the Police. He is proposing to not use any portion of the ballroom area of the building as was proposed for the Library. This would be a temporary solution, but how temporary could be a question – six months or three years. Utilizing an area of the building that has minimal usage would help to cover the costs of maintaining the building. The Police using the building should not inhibit the current way the building is used. Councilmember Dominic Ciancibelli stated that having another department of the City help to cover the costs at the building would be an advantage. Councilmember Chuck Hutchinson noted that the building had held all the City departments during the year after the 1996 flood. Using the old vault for an evidence room seems like a good fit. The renovations for the Police Department usage could be done in such a way as to be temporary. The issues with parking would also be less for the Police Department than for the Library.

Shirley Lowman, member of the local Amalak women's club stated that after listening to the Chief, they would prefer the police to the library using the building. They did not like the idea of the Library taking a portion of the ballroom area. She asked if all the storage area would be utilized. This would not be the case. The upstairs area would still be available for storage. It was noted that the diagram presented did not show the entire building. The proposal included a new restroom for the police to use. The plan would be for the police to not access the rest of the building at all. Chief Hall noted that they would still use the downtown site to park the extra vehicles, so that only 2 vehicles would be parking at the building during a shift. Chief Hall added that his one reservation is the accessibility that they currently have by being located right downtown. They will still be able to respond promptly and will remain a presence in the area.

The City is still looking for long-term options to address the needs of all the departments of the City. They would hope that this would be a short-term fix. There was some discussion about the costs of the architect. The facilities plan is at a cost of \$20,000 and the City recently added an evaluation of the City Hall building for maintenance needs as it is in great need of work. Mr. Dan Ohall commended the Chief on his proposal and the thought that has gone into it. It looks like a good idea.

Ms. Lois Swanstrom asked if there would be a security system, but the Chief explained that the funds available are limited. Ms. Swanstrom suggested that the Mayor appoint a committee of citizens to oversee what is being done with "our" Community Building, and there should be an agreement in writing. Mr. Jason Mills asked if the City would have a place for volunteers to sign up to help with the renovation of the building. He added that the accessibility concern is a valid one as well and hopes the police will remain visible in the core areas.

F. Authorize the Mayor to Sign Agreement with Cowlitz County for a Park Grant of \$5000.00

Clerk/Treasurer Coni McMaster explained that this was a grant from the County for work on Horizon Park in the amount of \$5000 from back in 2007. The City has finally received the paperwork to authorize the grant and then be able to receive the funds. Councilmember Don Purvis a made motion the Council authorize the Mayor to sign the agreement with the County for the Park grant. Councilmember Dominic Ciancibelli seconded, and the motion carried.

8. NEW BUSINESS

A. Lower Green Mountain Reservoir – Engineering Proposal

Director of Public Works Carl McCrary explained that the Lower Green Mountain Reservoir is a 10,000 gallon facility built in the 1960's that has become inadequate over time. Gray and Osborne engineers have completed a feasibility study for replacing the reservoir. This addendum is to complete the design through putting the project to bid. The design would include a new reservoir, pump station, and waterline. It has been included on the 2008 Capital Facilities plan and funded for this year. Councilmember Chuck Hutchinson made a motion the Council authorize the Mayor to sign the Addendum No. 2 of the Gray and Osborne engineering contract for design of the Lower Green Mountain Reservoir/Pump Station for a fee not to exceed \$69,500. Councilmember Dominic Ciancibelli seconded. It was noted that this is a standard proposal which looks good. It covers the necessary items for completing the project, under last year's rates and includes the not-to- exceed phrase for the cost of the project. The motion carried.

B. Community Building Porch Replacement

Director of Public Works Carl McCrary informed the City Council that in building the handicapped ramp at the Community Building, the crew ran into several areas of dry rot that resulted in the need to replace siding and the porches completely on that side of the building. This project will definitely go over the amount budgeted for the ramps. The funds will come from the Capital Improvement Fund which receives funds from the real estate excise taxes.

C. Council Committee Appointments

Due to the absence of Mayor Poulsen this was tabled to the next meeting.

9. ORDINANCES & RESOLUTIONS

A. Ordinance No. 1214 - An Ordinance of the City Of Kalama, Washington, relating to street vacations, authorizing the vacation of approximately 8,281 square feet of undeveloped right-of-way along a portion of Ninth Street between Cedar and Date Streets, Kalama, Cowlitz County, Washington

B.

Councilmember Bud Gish made a motion the City Council adopt Ordinance No 1214 as read by the City Clerk. Councilmember Chuck Hutchinson seconded, and the motion carried.

B. Resolution No. 511 –A Resolution of the City Council of the City of Kalama, Washington adopting the 2007 Cowlitz County Solid Waste Management Plan

Councilmember Chuck Hutchinson made a motion the City Council adopt Resolution No 511 as read by the City Clerk. Councilmember Don Purvis seconded, and the motion carried.

C. Resolution No. 512 - Amend the 6-year Transportation Improvement Plan

Councilmember Bud Gish made a motion the City Council adopt Resolution No. 512 as read by the City Clerk. Councilmember Don Purvis seconded, and the motion carried.

10. CORRESPONDENCE -

A. Letter from Envision Kalama - Downtown Trees

Mayor Pro Tem Adam Smee noted the efforts of Envision Kalama in raising the funds for the trees as part of the Downtown Streetscape project. According to the letter they have "sold" all but 5 trees in the first phase portion of the project, plus some in phase two. Ms. Mary Putka, an Envision Kalama Board member noted that they have now sold all but one of the trees in phase one.

Mayor Pro Tem Smee thanked the Envision Kalama members for all the efforts they have made on the City's behalf.

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

- A. Mayor Pete Poulsen was absent.
- B. Councilmember Adam Smee had no report.
- C. Councilmember Dominic Ciancibelli had no report.
- D. Councilmember Chuck Hutchinson had no report.
- E. Councilmember Donald Purvis had no report.
- F. Councilmember Bud Gish reported the Public Works Committee had met and discussed many of the agenda items.

12. DEPARTMENT REPORTS

A. Director of Public Works Carl McCrary asked if the Mayor would be available to sign Resolution No. 512 as soon as possible so it could be sent to the state. The Mayor should be available tomorrow. Carl also noted his written report. It included the faulty valve at the new downtown pump station having been replaced and the reworking of a downspout on the new building at Toteff Park.

B. Police Chief Bruce Hall reported that he has been working on the downtown parking issues, including conducting a survey with the businesses. He hopes to bring a report back to the City at the next meeting. One thing he had discovered is that there is plenty of parking on the north end of town, but there are safety concerns with using the area for employee parking. He has been utilizing the 1996 parking plan in his research.

C. Clerk/Treasurer Coni McMaster presented the 2008 Budget document to the Council which contains the Capital Facility Plan as well. Copies can be provided upon request. Ms. McMaster informed the Council that the City would be receiving a \$2000 plus refund from the insurance company due to an L & I premium refund.

The City contracts with the insurance to take care of all claims for any on the job injuries subject to state L & I. Both Public Works and the Police departments work hard on safety, which are important and obviously pay off. Ms. McMaster reported that the City has received 7 building permit applications for homes in the Stone Forest subdivision and is expecting 10 more. Also, applications for a Planned Unit Development off of China Garden Road and Date Street and a subdivision, Eagle Cliffs Estate, out in the newly annexed

area of Meeker Drive have been received.

D. City Attorney Paul Brachvogel was not present.

13. CONSENT AGENDA -

Councilmember made a motion the City Council approve the Consent Agenda including the claims vouchers totaling \$ 133,080.01 for January, 2008, payroll vouchers totaling \$ 120,946.19 for January, 2008, and the minutes of the January 16, 2008 City Council meeting. Councilmember Don Purvis seconded, and the motion carried.

14. EXECUTIVE SESSION - None

PUBLIC CONCERN

A. Ninth Street Potholes

Ms. Rosemary Whinton complained to the City about the potholes that are in the area off of China Garden Road, Date Street, Ninth Street, and Eighth Street. These are very large, and even when the City fills them, within a couple a days they are back. The road needs to be resurfaced and not patched anymore. Members of the Council stated that the streets are scheduled for maintenance based upon available funds, which are not plentiful. The area would be looked at and included on the Capital Facility Plan, if not already.

15. ADJOURNMENT

Mayor Pro Tem Smee adjourned the meeting at 8:24 p.m. These minutes are not verbatim. A copy of the tape can be made available for listening.

Adam Smee – Mayor Pro Tem

Coni McMaster - Clerk/Treasurer