

**CITY OF KALAMA  
CITY COUNCIL MEETING  
OCTOBER 1, 2008**

**1. OPENING**

Mayor Pete Poulsen opened the City Council meeting at 7:00 p.m.

**A. Flag Salute**

Mayor Poulsen led those present in the Pledge of Allegiance.

**B. Roll Call**

Councilmembers present were Adam Smee, Chuck Hutchinson, Don Purvis, and Bud Gish. Councilmember Dominic Ciancibelli was absent. City staff present were Director of Public Works Carl McCrary, Clerk/Treasurer Coni McMaster, and Police Chief Bruce Hall. City Attorney Paul Brachvogel was also present. Members of the public present are listed on the sign-in sheet.

**2. EXECUTIVE SESSION**

Mayor Poulsen announced the Council would be going into executive session to discuss a litigation issue for 20 minutes. At 7:20 pm, Mayor Poulsen announced it would be another 5 minutes. The regular meeting resumed at 7:24 pm.

**3. CHANGES TO THE AGENDA**

**A.** Councilmember Chuck Hutchinson requested the Discovery Days event be added under new business.

**B.** Clerk/Treasurer Coni McMaster noted that the consent agenda should include the minutes of the Council workshop held on September 17, 2008. The draft minutes of the workshop were included in the packet, but were not listed on the consent agenda.

**4. PRESENTATIONS & AWARDS - None**

**5. PUBLIC HEARINGS - None**

**6. PUBLIC COMMENTS/CONCERNS - None**

**7. UNFINISHED BUSINESS (These items were handled out of order)**

**B. Wallis Engineering - Addendum to Contract Downtown Streetscape**

This item was tabled as information has not been received from the Engineer

**D. Police Station Project Update**

Chief Bruce Hall provided an updated budget for the project of temporarily moving the police station to a new site. He is requesting \$125,000 as the not to exceed amount for the project. The use of the site will require a conditional use permit to place a modular unit in the downtown area. There were still some concerns regarding the bidding requirements and Attorney Paul Brachvogel will address these concerns in writing based upon the information received from Municipal Research. Councilmember Chuck Hutchinson made a motion the City authorize the expenditure of up to \$125,000 to place a modular unit on the leased site downtown for the relocation of the Police Department. Councilmember Adam Smee seconded. Councilmember Bud Gish clarified that the information from the attorney did not affect the motion. Councilmember Don Purvis requested progress reports as the project proceeds. The motion carried.

**C. I-5 Kalama Signage**

Director of Public Works, Carl McCrary provided the Council with information on placing Kalama signs on I-5 by the Department of Transportation. The price tag is \$15,000 for two signs; one north and one south. This seems extremely costly. Mr. McCrary noted that this is a place to start and the City can continue to look for funding options.

**A. Downtown Streetscape Change Order #1 - Authorize Mayor to Sign**

Mayor Poulsen stated this is the one change order on the Downtown project and the costs are outlined in the document. The total of the change order is \$13,753.11. This is very reasonable at less than 2% of the project cost. The irrigation system is functioning well. The extra catch basins were discussed briefly. There will be some small fixes to a couple areas where there is standing water that could create issues during the winter, but the contractor has been good to work with. Councilmember Don Purvis made a motion the City Council authorize the Mayor to sign change order #1 paying Integrity Excavating and Construction, Inc. \$13,753.11 for added value to the First Street Improvement Project. Councilmember Chuck Hutchinson seconded, and the motion carried.

**8. NEW BUSINESS**

**A. 2009 Budget - Preliminary Estimates - Set Revenue  
Public Hearing**

Clerk/Treasurer Coni McMaster explained that the preliminary budget numbers have been put together, but the budget has not yet

been balanced. Mayor Poulsen noted that this will be a difficult budget year. Ms. McMaster requested that the Council consider what dates to set the Revenue Hearing and two Budget Hearings, as well as workshop dates. There was some discussion regarding the individual schedules of the Mayor and Councilmembers. Councilmember Chuck Hutchinson made a motion the City Council set the following hearings and workshops:

October 15, 2008 - Budget Revenue Workshop at 6 pm  
October 22, 2008 - Budget Workshop at 6 pm  
November 5, 2008 - 2009 Revenue Public Hearing at 7pm  
November 5, 2008 - 2009 Budget Hearing at 7pm  
November 15, 2008 - 2009 Budget Hearing at 7 pm

Councilmember Don Purvis seconded, and the motion carried.

**B. Fire District #5 Letter - Request for Adoption of Fire Code Appendices**

Fire Chief Victor Leatzow of Fire District #5 is requesting that City adopt the appendices of the International Fire Code. The City has adopted the code, but not the appendices. Councilmember Chuck Hutchinson asked if the City's system is capable of meeting the 500-per minute fire flow requirements. Director of Public Works Carl McCrary answered that inside the city limits all areas are in compliance. There are areas outside where city water is provided that do not meet this. As the City upgrades these areas, we are doing all we can to meet the fire requirements. Areas out in the old Cloverdale water system are very undersized. As areas are developed, the developers have made improvements. It was asked that if the City adopts the codes, will we be forced to make the improvements or face some liability issues. Chief Leatzow stated the City's jurisdiction is within the City limits even though it provides water outside. The codes have been adopted by the other entities in Cowlitz County and Kalama has referenced them during development hearings on subdivisions in recent history. Former City Planner Justin Erickson had recommended the City look at adopting the code appendices. The City is required to meet the standards as they are today and in the future, but don't have to immediately correct the issues developed in the past. Chief Leatzow also explained that most homes in the County areas where fire flow is an issue qualify for what is called a tanker credit. This credit is based on the Fire District's requirement of having a tanker vehicle available to these areas and meets the criteria under the code for building in these areas. There were questions regarding the effects the code would have on areas recently annexed to the City, making building more difficult. Chief Leatzow replied that would be determined on a case-by-case basis as each is different. Mayor Poulsen recommended the Council refer the issue to the Planning Commission for recommendations, and the Council concurred.

**C. Days of Discovery Event**

Councilmember Chuck Hutchinson requested the City request an update on how the event went this year including the budget of the event. The Chamber would be contacted.

**9. ORDINANCES & RESOLUTIONS - None**

**10. CORRESPONDENCE**

- A. Notice of Joint Entities Meeting - September 30, 2008- Kalama School Dist.
- B. Cowlitz County Tourism Bureau - Awesome Brochure Funding Request

**11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS**

- A. Mayor Pete Poulsen noted that work had been done at Horizon Park.
- B. Councilmember Adam Smee had no report.
- C. Councilmember Dominic Ciancibelli was absent.
- D. Councilmember Chuck Hutchinson had no report.
- E. Councilmember Donald Purvis had no report.
- F. Councilmember Bud Gish had no report.

**12. DEPARTMENT REPORTS**

A. Director of Public Works Carl McCrary provided a written report. He noted the completion of the downtown project. He added that the sinkhole at Geranium and First Streets has been fixed, the Water System will be completed shortly, and they may have found the answer to the UV problems they have been having at the sewer plant. Mr. McCrary also informed the Council that the City has applied for an exemption to the raw water source testing requirements of the State. This will save the City a considerable amount of money if approved.

B. Police Chief Bruce Hall reported that Officer Kilmer had represented the City in Port Angeles for the funeral of the slain Forest Service Officer. Both Chief Hall and Officer Kilmer had worked with this officer in the past.

C. Clerk/Treasurer Coni McMaster reported she has been working on the 2009 budget and preparing for the conversion from the current finance software to a new program. The new program will provide real time accounting and be much more user friendly.

D. City Attorney Paul Brachvogel had no report.

**13. CONSENT AGENDA -**

*Councilmember Bud Gish made a motion the City Council approve the Consent Agenda including the Claims vouchers in the amount \$120,479.21 and Payroll vouchers in the amount of \$113,797.92 for September, the minutes of the September 17, 2008 City Council workshop and the minutes of the September 17, 2008 City Council meeting. Councilmember Don Purvis seconded, and the motion carried.*

**14. EXECUTIVE SESSION - None**

**15. ADJOURNMENT**

Mayor Poulsen adjourned the meeting at 8:22 pm. These minutes are not verbatim. A copy of the tape can be made available for listening.

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**Pete Poulsen - Mayor**

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**Coni McMaster - Clerk/Treasurer**