

**CITY OF KALAMA
CITY COUNCIL MEETING
JUNE 17 2015**

1. OPENING

Mayor Pete Poulsen opened the City Council meeting at 7:00 p.m. Mayor Poulsen led those present in the Pledge of Allegiance.

Councilmembers present were Mike Truesdell, Dominic Ciancibelli, Mike Dennis Langham, Don Purvis, and Mary Putka. City staff present were City Administrator Adam Smee, Clerk/Treasurer Coni McMaster, and Police Chief Randy Gibson. City Attorney Paul Brachvogel was also present. Members of the public present are listed on the sign-in sheet.

2. EXECUTIVE SESSION - None

3. CHANGES TO THE AGENDA - None

4. PRESENTATIONS & AWARDS - None

5. PUBLIC HEARINGS

A. Six Year Transportation Improvement Plan

Mayor Poulsen opened the hearing at 7:03pm. City Administrator Adam Smee explained the Six Year Street Plan is completed each year to plan for street improvement and to be in compliance with WSDOT for the grant application process. It is a prioritized list of projects that the City would like to do over the next six years if we had the funding. Money for streets come from property tax revenues and are capped at a 1% limit. TIB and PWTF are common funding sources but these have lost state funding due to legislative decisions and are becoming harder to get. The State has classifications of roads which are usually major or minor arterials that run through town such as Frontage Road or Meeker Drive. Small city local streets usually are not funded. This could change if they decide to declassify streets, which is being considered. This will make it more competitive as other cities will also have more eligible projects. For 2015 the Legislature hasn't passed a budget so funding could be limited even further depending on their decisions. It is always a challenge to fund street improvements. Councilmember Dominic Ciancibelli asked Adam to review the proposed projects. Administrator Smee noted the City has started on the engineering for the China Garden Road project which will be constructed next summer. He and Superintendent of Public Works Kelly Rasmussen are in the process of selecting engineers for downtown street overlay and the Meeker Drive Slide Area project. They had wanted to do the overlay this summer but had to comply with regulations for the STP funding, construction will be next year. New projects added are Cedar and 10th streets behind the high school which are in bad condition and don't have sidewalks. This is a main pedestrian route from a residential area to the school, so this would be a target to benefit greatly from improvements. Local projects have included Second Street between Elm and Fir for which grants have been applied for unsuccessfully. The street was chip sealed in 2014 as part of a test project. It did help hold street together as a preservation measure, but make the surface better, so it won't

be used again on a major street. It might work on a lesser used street. Second Street improvements are estimated at \$300,000. The process to get grants can be competitive and committees assign numerical value by conditions and other criteria to score the proposals. Second Street comes up short in the ranking. Administrator Smee stated he was hoping to see some developer involvement with the old houses on the block. The street has problems with elevation and sidewalk/parking access and ADA regulations which drive costs up. With no further questions, Mayor Poulsen closed the hearing at 7:18 pm.

6. PUBLIC COMMENTS/CONCERNS - None

7. UNFINISHED BUSINESS

A. Project Engineer Selection – Tabled to July 1, 2015

B. Water/Sewer Rate Study – Scope Amendment and Additional Cost

City Administrator Adam Smee explained that when we awarded the Study to HDR Engineering it was the best value the City had received. Once the contract was in place and discussions on the needs began it was found that the outside rates and cost of service to outside the city are needed in more detailed than included in the original scope of work. The Water System Plan update is also being completed, and realizing that some information here would be vital to the rate study, we put the Rate Study on hold and fast tracked certain portions of the Water Plan update. The Water Plan update includes recommendations for projects to be completed in the next 5 to 10 years and almost all are outside or provide services for outside users. The recommendations are based on which facilities are at capacity and need upgraded or will be under capacity to meet demand in this time frame. This information has been sent to HDR and staff has requested more information on the equity of rates for inside and outside rate payers. He explained that the City water comes from under the Kalama River, then treated at the Water Filtration plant and pumped to all the zones throughout the area including numerous reservoirs through numerous pump stations. There are several zones for pumping out and providing services to outlying areas and charging the same rate to all may or may not be equitable. In order to get that information it will cost more. Councilmember Don Purvis asked if the City can we recoup costs through the rates. It would be possible but that would just increase rates even more. The payoff will be that the City will be able to justify the rates that we are charging with good data. The other issue is the large industrial users that use a great deal of our capacity, so we will have information on why we charge what we do to them. Clerk/Treasurer Coni McMaster noted that the cost is just under 5000, and can be covered by the reserve balance. It is very important to do this step and get this information. Councilmember Don Purvis made a motion the City Council approves the amendment to the agreement with HDR Engineers for an increase in the scope of work on the Water/Sewer Rate Study and the associated increase in cost not to exceed \$4590. Councilmember Mike Langham seconded, and the motion carried.

8. NEW BUSINESS – None

9. ORDINANCES & RESOLUTIONS

A. Res 622 – Adopt the 6-year Transportation Improvement Plan

Clerk/Treasurer Coni McMaster read Resolution #622 by title: Whereas, pursuant to the requirements of R.C.W. 35.77.010, Laws of the State of Washington, the City of Kalama has prepared a revised and extended Six Year Transportation Improvement Program for the ensuing six calendar years, 2016 through 2021. Councilmember Dominic Ciancibelli made a motion the Council adopt Resolution No. 622 as read. Councilmember Mike Langham seconded, and the motion carried.

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen reported on his work on 125th event which is just 3 weeks away. Also the Kalama (Blues) Music festival is scheduled for August 1st. The headliner of the event has donated one of the cigar box guitars he builds which will be raffled off to benefit Helping Hand.

B. Councilmember Mike Truesdell no report.

C. Councilmember Dominic Ciancibelli no report.

D. Councilmember Mike Langham no report. Mayor Poulsen asked about an email he had received from the COG about an in kind services request. Councilmember Langham had not received it. City Administrator Adam Smee noted he knew something was being discussed related to the economic development funding source, but he didn't have details. Councilmember Langham would get more information.

E. Councilmember Donald Purvis no report.

F. Councilmember Mary Putka reported the library has received sketch plans for the library design and it includes some good ideas. She noted that the consultant spent much more time than scheduled and bill is more than the 500 plus Envision had allotted to the project. Councilmember Dominic Ciancibelli asked who would make the final decisions. Administrator Adam Smee noted that as project manager he could. It was suggested a 3 person committee be appointed which Adam thought was a great idea. It was suggested the committee include the librarian, the president of Library Board, a councilmember, and Adam. Adam noted that he had reviewed the design and believes it is a good concept. He sees the project as two phases, with the first the actual construction and second the layout for function. Councilmember Ciancibelli suggested that since designer had put in time they may want more power in the decision making. Adam explained he believes she has provided the information and is now out of the project, as her purpose was to offer help with the design for better function of the space. Councilmember Putka volunteered to be the Councilmember on the committee.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee noted Superintendent Kelly Rasmussen's report stating he would try to answer questions. He informed the Council of the 10 inch water line replacement on Vincent and Sauer Roads which is being completed by forced (City) labor that is built into the budget. The draft update to the Water Plan is saying we should do more water line replacement each year, but we need to stay under the bid limits to be affordable. This project is upsizing a section of undersized line while Kalama Telephone is working in the area. The City is always happy to work with them in an effort to save costs. Adam then gave kudos to the City crew for all they do to keep the mains and run the water plant daily and then still complete these types of projects with only 4 people. They do work beyond the expectation of most public works crews. He believes they do it because they love the community. He appreciates them greatly. Adam informed the Council the City received the Master Plan application for the Spencer Creek Business Park at the area north of the city recently annexed by the Port of Kalama. A Pre construction conference 9 months ago provided information and the issues raised have been addressed in the application which is good to see that they listened and used our requirements. Environmental regulations are a good part of the information in the plan and mitigation will be required. The Port's Haydu Park is nearing completion along with the sewer line expansion out Meeker Drive and Kalama River Road. It is nice to see long term plans coming together and final results. The Park will open in July.

B. Superintendent of Public Works Kelly Rasmussen was absent but presented a written report.

C. Police Chief Randy Gibson presented his statistical report with 13 reportable calls. The most significant was a kidnapping and assault case from Montana that ended here in Kalama with a car chase which also damaged one of our vehicles. This involved multi-agency response. The suspect is facing numerous felony and federal charges. Also noted was the juvenile weapons incident and involuntary commitment of a suicidal individual. Councilmember Dominic Ciancibelli asked Chief Gibson about a call he received from a Port Commissioner regarding alcohol use at the parks. Chief Gibson explained that he has had meetings with the Port to address the issue and explain the need for enforcement. The July 4th non-organized event has evolved into a not so family friendly event which culminated in a significant injury last year resulting from alcohol usage at the event. By State law drinking in public is not allowed. It was asked what about the Blues festival. This is different as a special permit is applied for to hold the event. What about a celebration toast at an event? Chief Gibson explained that permits can be obtained for such events. Also, it is commonplace for an officer to exercise discretion and judgement when enforcing such laws in the parks as well as the rest of the City. The efforts of the department are twofold: To ensure the safety of all parks users, and to try to restore the July 4th event to a more family friendly setting. Chief Gibson noted he has come to an understanding with the Port administration regarding this issue.

D. Clerk/Treasurer Coni McMaster reported that the payments in the Sewer Plant loan which is why they are \$300,000. Also there are two public hearings for the next agenda on the Park annexation request from the Port and the recommendations from the Planning Commission on our Urban Growth Boundary. She added that she received a request for an

extension of the plat approval for Eagle Cliff Estates which will be addressed at the July 15th meeting. Eagle Cliff is located on property just north of the Columbia Terrace Estate Manufacture Home Park. She noted Kiley will be back from maternity leave on Monday.

E. City Attorney Paul Brachvogel had no report.

13. CONSENT AGENDA

Mayor Poulsen introduced Ms. Tammi Leclerc from the audience who is his appointee to the Parks and Recreation Committee. *Councilmember Mary Putka made a motion the City Council approve the Consent Agenda including:*

Claim Warrants 34795 plus 34808 through 34847	\$ 48,870.18
Electronic Claim Payments dated: June 17 & 22, 2015	<u>\$194,801.32</u>
Total Claims	\$243,671.50
Payroll Warrants June 1 thru 15, 34796 through 34807	\$ 39,674.22
ACH June 1 thru 15, 2015	<u>\$ 16,917.78</u>
Total Payroll	\$ 56,592.00
Grand Total	<u>\$300,263.50</u>

1. Minutes of the June 3, 2015 City Council Meeting

C. Other Consent Agenda Items

1. Set a Public Hearing on the Port of Kalama’s Petition to Annex Property known as the Marine Park/Ahles Point Annexation for July 1, 2015 @ 7pm.
2. Set a Public Hearing on the Planning Commission Recommendations for Updating the City’s Urban Growth Boundary for July 1, 2015 @ 7pm.
3. Approve the Mayor’s appointment of Tammi Leclerc to the Parks and Recreation Committee for a term ending January 2, 2018.

Councilmember Don Purvis seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 8: 12 p.m. These minutes are not verbatim. No recording for this meeting is available..

Pete Poulsen - Mayor

Coni McMaster - Clerk/Treasurer