

**CITY OF KALAMA
CITY COUNCIL MEETING
JULY 21, 2010**

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 Adam Smee, Dominic Ciancibelli, Chuck Hutchinson, Don Purvis, and Bud Gish (arrived @ 8:00 p.m.). City staff present were Director of Public Works Carl McCrary and Clerk/Treasurer Coni McMaster. Chief Bruce Hall was on vacation. 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

A. Dept of Ecology - WWTP Outstanding Performance Award

Mayor Pete Poulsen presented the Department of Ecology 2009 Wastewater Treatment Plant Outstanding Performance Award to Operators Richard Smith and Butch Owen. Mayor Poulsen, also a treatment plant operator, noted that these awards are not easy to get, a lot of operators never receive one. Kalama's Rich Smith has now received three in the ten years he has been with the City.

B. Green Mountain Water Storage Project

Director of Public Works Carl McCrary presented a slide show of the new waterline and tank installation that the crew has just completed. In seven days, they laid 1600 feet of water line and placed a storage tank on the future reservoir site.

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS

A. Housing Authority

Mayor Poulsen acknowledged several members in the audience that have attended previous meetings to address concerns regarding the Housing Authority Board. He stated that if they are bringing the same issues before the Council as before, he is working on finding resolutions. If there is something new, then he will listen. Ms. Janet Preheim asked if he knew there had been hiring completed. It was also asked if they were licensed and bonded. It was noted that yes new employees for maintenance and lawn care have been hired and are undergoing background checks through the Police Department. As employees they are not required to have licenses or be bonded in the same way as a contractor is. There was further discussion regarding

the operating of the board and chain of command when it comes to hiring and firing. It was questioned whether a letter of reprimand was valid since it was given by the former Chairman after his term had expired. It was pointed out that according to the RCW a board member can hold the position until it is filled, or he is removed, so if this was before he was asked to step down, the action would be valid. Mayor Poulsen stated he would look into it, but was not sure if he could as it is a personnel issue. Former employee Kaye Purtteman commented that she believed the last two executive directors the Board had hired were unqualified for the positions, and this is the reason for the ongoing problems. There was further discussion regarding the Board and actions that may be against the RCW's. Mayor Poulsen noted that he cannot change what has happened in the past. Councilmember Chuck Hutchinson suggested they find out what grievance procedure is available and proceed with that. The state auditor might be of some help in this regard. Mayor Poulsen noted that he cannot just replace the whole board. He asked what the rest of the residents are thinking since he has only heard from this small group. The Housing Board has appointed a new chairperson, and he suggest they discuss some of the issues with her. The residents also have the right to form a citizens committee, and he suggested they do this. Councilmember Hutchinson added that the committee needs to be respectful and go in to solve problems. Mayor Poulsen will try to get some additional information regarding the resident's rights as well.

B. Don Merritt

Mr. Don Merritt asked about the placing of a modular unit in the downtown business district. This type of use would require a conditional use permit.

7. UNFINISHED BUSINESS - None

8. NEW BUSINESS

A. 2011 Budget - Directions from the City Council

Clerk/Treasurer Coni McMaster asked the Council to provide some direction to her and the other department heads as they begin to prepare the 2011 budget estimates. Councilmember Adam Smee asked what kind of projections Ms. McMaster would make for the future revenues. She replied that currently sales taxes are down, while building is up compared to last year, but not to years prior. She does not believe that revenues will see a large jump as the economy is moving very slowly. Councilmember Smee commented that while he would like to see what each department would like to have, it is probably going to be good to just maintain the status quo. Mayor Poulsen stated that he didn't see the City increasing staff levels or spending other than to cover the costs of doing business. He complimented the current staff for all the work they do, acknowledging that all departments could use additional staff. Several other Councilmembers commented that the City needs to be as conservative as they were for 2010. There have been several unforeseen items in 2010

that have increased the budget and these impacts should be reviewed. It would be good to see a complete capital needs plan including vehicles and other equipment. Ms. McMaster addressed the issue of water/sewer rate increases. During the budget preparation last year there were projected increases to the water/sewer rates for 2011 and 2012. Mayor Poulsen noted that many neighboring cities have increased their rates substantially in the last couple of years. He would like to see Kalama hold off another rate increase if at all possible, provided we can sustain some reserves and make the required loan payments. Councilmember Purvis asked if all departments should be held to the final estimates. While this is always the goal, there are unanticipated expenditures that create the need for amendments. Councilmember Purvis asked about increasing the sources of revenues. Mayor Poulsen noted that the City may see some business growth in the next year. The overall consensus of the Council was for the budget to maintain the status quo but to included increases as required by rising costs and to maintain the level of services required for operations.

9. ORDINANCES & RESOLUTIONS

A. Ordinance No. 1262 – An Ordinance of the City of Kalama, Washington repealing Ordinance 1261 and amending the 2010 Budget to account for the unanticipated revenues and expenditures for grants and projects of the Police Department and Public Works increasing the Budget in the amount of \$ \$176,000.00.

Clerk/Treasurer Coni McMaster explained this ordinance would replace Ordinance No. 1261 as that ordinance was found to have numerous math errors for which she apologized. She read Ordinance No. 1262 by title. Councilmember Bud Gish made a motion the City Council adopt Ordinance No. 1262 as read. Councilmember Dominic Ciancibelli seconded, and the motion carried.

10. CORRESPONDENCE – None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen reminded everyone that the downtown Street Dedication is on Saturday at 11 a.m. He also noted the retirement of Kathleen Johnson who is resigning as County Commissioner due to health reasons.

B. Councilmember Adam Smee had no report.

C. Councilmember Dominic Ciancibelli had no report. Later, Councilmember Ciancibelli noted that it had taken 20 minutes for the Fire Department to respond to a fire at his neighbor's due to South Second Street not being shown on any map or mapping program. It was noted that Kalama has several streets that are difficult to find. There was some discussion about what could be done.

D. Councilmember Chuck Hutchinson reported that the Chief's Junior Police Academy is going well for the first year. The Lions club donated 10 scholarships. Chief Hall

has some additional things he would like to do within the program. Councilmember Hutchinson stated that he would like to see a detailed budget for any future program.

E. Councilmember Donald Purvis reported Envision Kalama is on hiatus until September.

F. Councilmember Bud Gish had no report.

12. DEPARTMENT REPORTS

A. Director of Public Works Carl McCrary noted that the City has been lucky to get additional funding to cover the costs of the First Street Improvements from such sources as the Department of Transportation, USDA, and the County. He added that the City received funding to improve the electronic controls at the water plant from Steelscape to help address their fire flow issues. Mr. McCrary reported that there are three remaining issues on the sidewalks downtown. The first are some failures in front of City Hall which the contractor is attempting to correct. If they can't be corrected the sidewalk will have to come out again. There are some areas northward that look like the concrete is crumbling, but after looking at it with a concrete specialist this appears to be normal due to rocks and the surface, so he will recommend accepting this. There are some light footprints at the area behind the motel that he feels do not warrant the tearing out of the sidewalk there. The color issues are resolving themselves as the black areas are fading. There are some other landscaping issues to be addressed as well. Mr. McCrary noted he has seen a reduction in the number of door hangers he has had to put out in the last couple of months, so that is a good sign. He reported that last year when the City was really cutting back, he and the crew had set a goal to do as little outside contracting for maintenance items as possible. They have been doing it in house and it has paid off for the City. He commended the Public Works crew. The cost of supplies and materials has increased too.

B. Police Chief Bruce Hall was absent.

C. Clerk/Treasurer Coni McMaster reported she has begun to work on the 2011 budget. Clerk Krystall Collins has returned part-time from maternity leave and will be back full-time in September.

D. City Attorney Paul Brachvogel was absent.

13. CONSENT AGENDA

Councilmember Bud Gish made a motion the City Council approve the Consent Agenda including Claims Vouchers Totaling \$66,340.18, Payroll Vouchers totaling \$52,24.11, and the City Council minutes of July 7 2010. Councilmember Don Purvis seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 8:34 p.m. These minutes are not verbatim. A copy of the tape can be made available for listening.

Pete Poulsen - Mayor

Coni McMaster - Clerk/Treasurer