

**CITY OF KALAMA
CITY COUNCIL MEETING
JULY 7, 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, Don Purvis, and Bud Gish. Councilmember Chuck Hutchinson 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 - To be held at the end of the meeting

3. CHANGES TO THE AGENDA - None

4. PRESENTATIONS & AWARDS

A. Dept of Ecology - WWTP Outstanding Performance Award

Tabled to the next meeting.

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS

A. Ms. Jammie Skinner addressed the Council stating that she found that the minutes of the June meetings had been removed from the website, and this was against state law. It was explained that the minutes had not been posted to the website as of yet, but were available at City Hall. A draft set of minutes for the June 16, 2010 meeting was provided to her. Ms. Skinner then read a letter she had written regarding her son and harassment issues at the school and within the local softball organization. She claimed that threats had been made, and no police report had been filed on her behalf. Mayor Poulsen stopped Ms. Skinner explaining that this was not an issue to be brought before the Council. The City has no jurisdiction over the school or the softball leagues. When asked, Chief Bruce Hall explained that the claims Ms. Skinner was referring to were civil accusations and could not be substantiated, so there was nothing the Police could file charges on. Ms. Skinner proceeded to accuse the Police of harassment. Mayor Poulsen ended the discussion.

B. Ms. Janet Preheim, a resident at the local Housing Authority informed the Council that after the last Council meeting she had been doing some research on her own regarding the attendance of the Housing Authority Board members. Per the Housing Authority's own Resolution No. 333, a board member can be removed for 3 or more unexcused absences. In reviewing the minutes she had noted that one board member had been absent at 9 meetings. Mayor Poulsen noted that in

most board rules it would be absent at consecutive meetings. He added that he has met with members of the Board and the Director to discuss some changes that need to be made regarding the operation of their meetings and recording of the minutes. He will be meeting with the Housing Director again in the near future. Ms. Preheim asked why the Mayor had not met with the residents as of yet. Mayor Poulsen explained that he is trying to get an understanding of how the Housing Authority is suppose to operate and what the City's role so that he can address the issues appropriately. Ms. Preheim stated that she feels that the City thinks these are personal issues, but they are not. She is addressing the issues as a concerned citizen and not just as a resident. Mayor Poulsen asked what the issues are according to Ms. Preheim. Ms. Preheim answered that there are errors and lies in the minutes, and she wants the Board to be accountable. Mayor Poulsen stated that he can't undo what has been done in the past, but can work to make improvement for the future. Ms. Preheim asked if the Mayor would be attending the meetings. Mayor Poulsen stated that he would have a representative attend the next meeting on Monday at 10:30 a.m. There was discussion of what authority the City and Mayor have according to state law. The Mayor appoints the Board and can remove Board members but he has no authority over the day-to-day operations. The policy is set by the Board, and the staff runs the business. Until the last few months he was not aware of any problems, and even previous City administrations had never had any reason to question how the Housing Authority operated. Mayor Poulsen stated he will monitor the appointments he makes a little closer, as well as following what the Housing Authority is doing more. One thing that will be changing is that licensed contractors will be doing the major maintenance/repair work at the facilities as required by law. He added that he does not want to see the federal funding agencies take any actions that could result in the Kalama organization being shut down. It plays a vital and intricate role in the community. He has discussed the issues with the Board members and wants to see how things move forward from here. He cannot micromanage the operations.

He recognizes that the minutes to date are very sparse with limited details. There are no requirements on how detailed written minutes need to be. The Board is to operate under the open public meetings act, and the minutes are to be available. Several Councilmembers noted that since the Mayor is the administrator in this case this is not something that Council can take any action on. City Attorney Paul Brachvogel noted that if the City was to have to hold a hearing regarding the removal of a Board member, having all the issues discussed at open meetings prior to the hearing could be a problem. Mayor Poulsen thanked Ms. Preheim and assured her he will continue to follow up and schedule a workshop.

7. UNFINISHED BUSINESS

A. Chemical Bids - Award Bids

Director of Public Works Carl McCrary provided the bid list for the Council. The City received three bids, but not all bidders bid all the chemicals. There were no bids submitted for the sodium hydroxide. He contacted the current supplier and asked for a quote. The cost of the sodium hydroxide or caustic soda has risen

considerably. The supplier, Univar would only provide a price through to the end of the year. Mr. McCrary recommends the Council accept the low bids and then also accept the 6-month bid for the caustic soda. There was some discussion about purchasing in larger quantities and if this could provide a cost savings. It did not appear that it would, plus storage is an issue. Councilmember Bud Gish made a motion the City award the 2010 - 2011 chemical bids to the low bidders as follows: Diatomaceous earth (DE) at \$.42/ pound to Cascade Columbia Distribution; Sodium hypochlorite at \$2.21/gallon to Treatment Technology; and Sodium fluoride at \$.76/Pound to Thatcher Company of Montana. Councilmember Adam Smee seconded. Clerk/Treasurer Coni McMaster asked if the low bidder for the DE had assured the City that it could provide the quality of DE the City requires, as this company had not been able to do so in the last year. Mr. McCrary replied that they had verbally assured him that they had a product that would meet the specifications set out in the bid. If the product did not work, the City would not accept it and if necessary look at the next bidder. The motion carried.

Councilmember Don Purvis made a motion the City accept the bid from Univar for the Sodium Hydroxide in the amount of \$3.995 per gallon until December 31, 2010. Councilmember Bud Gish seconded, and the motion carried.

8. NEW BUSINESS

A. Police & Educational Service District 112 - Youth Workforce Program

Chief Bruce Hall informed the Council that a local sixteen year old student had approached him regarding a summer jobs program and asked to help with the Cadet program for the summer. This is through School District 112 and they will pay all the costs for her employment. There is no cost to the City, so the Mayor has approved the contract.

B. Revisions to the Urban Growth Plan

Director of Public Works Carl McCrary explained that in 2005, the City had adopted an Urban Services Plan in an effort to address growth in Kalama and the outlying areas. The plan was worked on by all different city entities including the Port of Kalama. To get the Port's approval it was agreed that the Port property north and west of I-5 would not be included in the boundary. After the City adopted it, they approached the County about adopting it, which they seemed willing to do. They have adopted Urban Growth Plans with Castle Rock and Woodland. Now the County is beginning to work on the update of their comprehensive plan, so he believes that this is an opportune time to get this issue addressed for Kalama. He has taken the adopted plan and revised it to a Urban Growth Plan rather than "services." He has updated the plan based on annexations and other changes that have occurred since 2005. Mr. McCrary added that he would like to see the City adopt the updated plan and then present it to the County. Once the County adopts the plan, then any development that occurs in the growth area will be developed to City standards rather than

County. With the work on the County comprehensive plan, this would be very timely and should work smoothly. He provided a draft of the changes for review. He would like to see it completed by the end of the summer for the City to adopt, and then present it to the County for their consideration. Once a full draft is completed a copy will be provided to the Port for review. A workshop to review the draft was set for July 21, 2010 at 6 p.m.

9. ORDINANCES & RESOLUTIONS

A. Ordinance No. 1261 - An Ordinance of the City of Kalama, Washington 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 \$182,200.

Ordinance No. 1261 was read by title. Clerk/Treasurer Coni McMaster explained that this is for the additional grant funding for the First Street project and the grant funding for the Junior Police Academy. It also includes a correction to cover an error on the last budget amendment.

Councilmember Don Purvis made a motion the City Council adopt Ordinance No. 1261 as read. Councilmember Adam Smee seconded, and the motion carried.

10. CORRESPONDENCE - None brought forward

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen reported the City will be holding the First Street Dedication ceremony on Saturday July 24th at 11 am. Clerk/Treasurer Coni McMaster added that she hoped the Council would also consider participating in the parade with the City staff. It has been proposed to have everyone on wheels – roller skates to quads, etc. It should be fun to represent the City this year.

B. Councilmember Adam Smee had no report.

C. Councilmember Dominic Ciancibelli had no report.

D. Councilmember Chuck Hutchinson was absent.

E. Councilmember Donald Purvis reported he had attended a park dedication in Vancouver and traded City pins for theirs as the tourism representative.

F. Councilmember Bud Gish had no report.

12. DEPARTMENT REPORTS

A. Director of Public Works Carl McCrary provided a written report.

B. Police Chief Bruce Hall reported the first Junior Police

Academy class was held today. They have 17 attending so far between the ages of 8 and 14, including girls. He invited the Council to come and see what they are doing.

C. Clerk/Treasurer Coni McMaster provided the 2nd Quarter Treasurer's reports. She added that while sales taxes are down, building revenues along with water/sewer connection fees are up.

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 Claims Vouchers Totaling \$89,505.29, Payroll Vouchers totaling \$75,994.38 and the City Council minutes of June 16, 2010. Councilmember Don Purvis seconded, and the motion carried.

14. EXECUTIVE SESSION

At 8:38 p. m. Mayor Poulsen announced the Council would go into executive session for 30 minutes to discuss litigation issues. There would be no action taken after the session. The Council returned at 8:58 p.m.

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 9:00 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