

**CITY OF KALAMA
CITY COUNCIL MEETING
DECEMBER 15, 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. 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

3. CHANGES TO THE AGENDA

Added items under New Business for Committee Appointments

4. PRESENTATIONS & AWARDS

A. Planning Commission Recommendations on Sign Code Update

Kalama City Planner Matt Hermen explained that over the last 8 months the Planning Commission has reviewed the City's sign code.

They have separated the regulations to address appropriate signs for the Downtown area and the also the area zoned as Highway Commercial. There are new standards for wall signs, as well as addressing portable signs. The Commission held a workshop in October for all the businesses to attend, and only four owners were represented. A public hearing was held in November. He provided the Council with some samples of how the signs could look under the new code. It was asked about the freestanding signs and what could be advertised on them. Mr. Hermen didn't think the City could restrict what was put on the signs as it would be up to the property owner. The signs would have to be on private property. Councilmember Dominic Ciancibelli asked how it would fit with the design committee's recommendations for downtown. He was also concerned with signs that are out of compliance and how the code would be enforced. Mr. Hermen stated that enforcement will be an issue, and the City will do the best it can. Existing signs are grandfathered as non-conforming signs. The owners will be able to maintain them, but not change or add to them. It was suggested that some wording be added that change of ownership would trigger the upgrading of non-conforming signs. Mayor Poulsen noted that Planning Commission has always done a good job and spent large amounts of time reviewing code updates. He does have concerns with the freestanding signs as diagramed. He doesn't want to see Kalama revert back to when there were all kinds of signs or have it begin to look like a Las Vegas. The freestanding signs seem more appropriate for along Frontage rather than on First Street. It was suggested that a joint workshop

with the Planning Commission be held to review the code update prior to adoption. Jim Dickey, a Kalama citizen, noted he had attended the Planning Commission meetings and felt they had done a good job. There are two local business owners on the Commission as well. Mr. Hermen noted that it would be helpful for the Commission to hear what the Council wants directly. A workshop would be set for 5:30pm before the next City Council meeting in January.

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS - None

7. UNFINISHED BUSINESS

A. Park Committee Appointment - Allison Norton

Mayor Poulsen noted he will be appointing Allison Norton to the Parks and Recreation Advisory Committee with the Council's approval. He met with Ms. Norton and finds her to be very enthusiastic. Councilmember Chuck Hutchinson made a motion the City Council approve the Mayor's appoint of Allison Norton to the Parks committee. Councilmember Don Purvis seconded, and the motion carried.

8. NEW BUSINESS

A. Meeker Drive Change Order No. 1 - PVC Drain Replacements

Director of Public Works Carl McCrary explained that this is to replace the storm drains along the roadway. Many are PVC pipe which will be damaged by the hot asphalt or the construction work and need to be changed to metal pipes. The ones that flow over the sidewalk will also be corrected. He recommends approval of the change order. Councilmember Dominic Ciancibelli made a motion the City Council authorizes the Mayor to sign Change Order No. 1 on the Meeker Sidewalk Improvement Project in the amount of \$4620. Councilmember Adam Smeed seconded, and the motion carried.

It was noted that the project is progressing well.

B. Re-appointments to City Commissions & Committees

Library Board - Mary Putka

Park Committee - Susan Langham

Mayor Poulsen noted that he will reappoint the current board and committee members with the Councils approval. Councilmember Bud Gish made a motion the City Council approve the Mayor's reappointment of Mary Putka to the Library Board and Susan Langham to the Parks and Recreation Committee. Councilmember Don Purvis seconded, and the motion carried.

C. Opening on the Planning Commission - Term Expired - Dena Diamond

Ott

Mayor Poulsen noted that Ms Ott has chosen not to reapply as she has other responsibilities with two businesses to operate. The opening will be posted.

9. ORDINANCES & RESOLUTIONS

A. Ordinance No. 1265 - An Ordinance of the City of Kalama, Washington amending the 2010 Budget to account for the unanticipated revenues and expenditures which increases the Budget in the amount of \$ 276,500.00.

Ordinance No. 1265 was read by title. It was explained that this is a result of unanticipated revenues in areas that in turn create additional expenditures such as court or garbage fees as well as other unexpected expenditures for leave buy outs and other costs. Councilmember Chuck Hutchinson made a motion the City Council adopt Ordinance No. 1265 as read. Councilmember Bud Gish seconded, and the motion carried.

B Ordinance No. 1266 - Sign Code Update. Tabled to a future meeting.

C. Ordinance No. 1267 - An Ordinance of the City of Kalama approving and adopting the budget for the City of Kalama for the calendar year 2011 in the amount of \$4,840,284.00, and the Capital Facilities Plan for years 2011 through 2016.

Ordinance No. 1267 was read by title. Councilmember Don Purvis made a motion the City Council adopt Ordinance No. 1267 as read. Councilmember Chuck Hutchinson seconded, and the motion carried. Mayor Poulsen noted that this will be a very difficult year, and he hopes the City will continue to hold its own. Councilmember Chuck Hutchinson noted that both as a citizen and Council member he appreciates the efforts of the Mayor and staff to keep the City running. Mayor Poulsen thanked him and stated that he is very appreciative of the staff, in particular the department heads, for their work on the budget. The General Fund is in a spending freeze and this is difficult. Mr. Jim Dickey voiced his appreciation as well for the Mayor, Council and staff of the City. He knows we are all looking forward to better times.

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen had no report.

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 reported he attended the County Health Board meeting, and they too are dealing with cutbacks due to budget restraints. They are looking at

finding alternate ways of providing information to the public.

F. Councilmember Bud Gish noted the Committee had met, but he would defer to Carl for a report.

12. DEPARTMENT REPORTS

A. Director of Public Works Carl McCrary provided a written report. He noted that his crew is working on securing the new settings on the thermostats at the Community Building. It was noted that the new pavers replacing the old sidewalk at the Community Building are a great improvement. Mr. McCrary noted this was completed in a day with the help of the County Jail crew. Councilmember Chuck Hutchinson noted that Byron at Absolute Concrete has expressed an interest in helping to secure or fix the wall at the Community Building. Mr. McCrary informed the City Council that he had met with Commissioner Karnofski regarding the loan letter from the Council. Commissioner Karnofski is interested and will take it up with the Commissioners and get back to him next week. Mr. McCrary and Wastewater Treatment Plant Operator Rich Smith provided information on the performance of the plant since the I & I work downtown was completed. There has been a significant decrease in flow. There was a discussion on the effects flow levels have on the operation of the plant and when it becomes possible for violations to occur.

B. Police Chief Bruce Hall reported that the Department is mourning the loss of Police Dog Bati. About a week ago it was discovered that he had some lumps on his belly which turned out to be a form of cancer. The cancer quickly progressed and after attempts to treat him failed it was decided on Monday to put him down to ease his suffering. Bati has been an asset to the Department and other agencies. He will be missed.

C. Clerk/Treasurer Coni McMaster reported she is monitoring the budget and it is going to be very tight for the next year.

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 \$52,861.67 and the City Council workshop minutes and regular meeting minutes of December 1, 2010. Councilmember Don Purvis seconded, and the motion carried.

14. EXECUTIVE SESSION

At 8:12 pm Mayor Poulsen announced the Council will be going into executive session for 30 minutes to discuss issues of potential litigation and personnel. The Department Heads were asked to attend. The meeting resumed at 8:41 pm. Mayor Poulsen stated they would be taking action on the separation from service of Glen Kilmer. Councilmember Chuck Hutchinson made a motion the City Council authorizes the Mayor to sign the separation agreement with Officer Glen Kilmer as presented by the staff. Councilmember Adam Smee seconded, and the motion carried.

15. **ADJOURNMENT**

Mayor Poulsen adjourned the meeting at 8:44 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