

**CITY OF KALAMA
CITY COUNCIL MEETING
DECEMBER 1, 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 late arriving at 8:15 pm. Members of the public present are listed on the sign-in sheet.

2. EXECUTIVE SESSION

Mayor Poulsen announced they would be going into executive session on potential litigation for about twenty minutes. City Attorney Paul Brachvogel would attend by telephone. Clerk/Treasurer Coni McMaster and Director of Public Works Carl McCrary were asked to attend. The meeting resumed at 7:22 pm.

3. CHANGES TO THE AGENDA

Items under Unfinished Business were added after the draft agenda was sent.

4. PRESENTATIONS & AWARDS - None

5. PUBLIC HEARINGS

A. 2011 Budget and 2011-2016 Capital Facilities Plan

Mayor Poulsen opened the public hearing on the 2011 Budget and Capital Facilities Plan. Clerk/Treasurer Coni McMaster noted this is the second hearing on the budget. She reviewed the few changes that have been made which bring the 2011 budget to \$4.8 million. The changes are related to the different projects that have not yet been closed out and will have final funds released upon the State's final approval. This is not likely to take place before next year. The Council was also provided the information on the salaries for 2011 and a record of the City's loans. Councilmember Chuck Hutchinson addressed the letter to the County prepared by Director of Public Works Carl McCrary, requesting the Economic Development loan with the County be reconsidered and made into a grant. The Council was agreeable to this and would sign the letter. Councilmember Hutchinson asked if a similar request could be made on the other loans to extend them out for a year. The loans are from different state agencies, and neither Mr. McCrary nor Ms. McMaster thought this would be possible without some kind of legislative action. They will look into the possibility. Councilmember Hutchinson requested a response in writing. Energy grant funding for I&I projects and work at the Water Plant was discussed. It appears there is good chance for some funding

at the Water Plant.

It was noted that the Council has the choice to continue the budget hearing to the next meeting or to close it. It wasn't believed that there would be any additional changes at this point for the expenditures. Mayor Poulsen closed the hearing with the Council's agreement.

6. PUBLIC COMMENTS/CONCERNS - None

7. UNFINISHED BUSINESS

A. First Street Improvement Project Phase 2 - Change Order 7

Clerk/Treasurer Coni McMaster explained this is the closeout change order to address the difference in quantities required on the First Street project. The amount is \$42,085.67. It is really a bookkeeping issue to balance the final contract costs since the materials are paid for as used on the project. It was asked about the dying trees. This is being addressed. Councilmember Chuck Hutchinson made a motion the City Council authorizes the Mayor to sign Change Order #7 with Integrity Excavating for the First Street Improvement Project. Councilmember Bud Gish seconded, and the motion carried.

B. First Street Improvement Project Phase 2 - Accept as Complete

Councilmember Bud Gish made a motion the City Council, due to the excess time taken to complete the First Street Improvement Project Phase 2, assesses liquidated damages in the amount of \$25,282.34 on Integrity Excavating and accepts the First Street Improvement Project Phase 2 as complete conditioned on the liquidated damages. Councilmember Adam Smee seconded, and the motion carried.

C. Interlocal Agreement with City of Longview for Police Fuel and Vehicle Maintenance

Mayor Poulsen asked some questions regarding the agreement dealing with the references to Public Works, and the hourly labor costs and mark up on parts for the vehicle maintenance. Chief Bruce Hall explained that he is recommending approval based on the services rather than on total cost savings. He believes that there will be some savings on the fuel costs, but the maintenance will be about the same. However, they will do safety inspections on the vehicles and keep better maintenance records on the vehicles than he is currently able to. The current agreement does not include Public Works, but if they could participate if interested. It was noted that there is a 90 day notice for ending the agreement. Councilmember Chuck Hutchinson made a motion the City enter into an interlocal agreement with the City of Longview for the maintenance of the Police vehicles and purchase of fuel. Councilmember Dominic Ciancibelli seconded, and the motion carried.

8. NEW BUSINESS

A. Confirmation of Appointment of Judges and Judges Pro Tem

Mayor Poulsen noted this is the required annual appointment of Judges for the Kalama Municipal Court and approval of the list of pro-tem judges. He does recommend removing Paul Brachvogel's name from the list due to his relationship with the City. Police Chief Bruce Hall and Sergeant Steve Parker reviewed the list and had no objections to those on the list. Councilmember Don Purvis made a motion to approve the list of pro-tem judges excluding Paul Brachvogel, and appoint Judges Evans, Koss and Putka for the Kalama Municipal Court. Councilmember Bud Gish seconded, and the motion carried.

B. TIB Grant for Military Road Sidewalks

Director of Public Works Carl McCrary explained the location of the proposed sidewalk is between Summit Drive and the entrance into the Whitney Addition. A portion of the sidewalk will be on each side of Military Road with a crosswalk at an intersection which has yet to be determined. The cost of the project is \$260,000, and the grant will cover 90% or \$234,000. The City 's portion or match will be \$26,000. Clerk/Treasurer Coni McMaster reported that after balancing out all the funding and expenses on the First Street Project, it appears the Street Reserve Fund will have a balance of \$54,000 with only \$9000 budgeted to be spent. This should cover the match for this project. The grant is for 2012, but it may be possible to get the project going in 2011, but this will be up to TIB.

9. ORDINANCES & RESOLUTIONS

A. Resolution No. 556 Building Permit Fees

Clerk/Treasurer Coni McMaster read Resolution No. 556 by Title. She explained the Resolution does not increase any of the building fees, but itemizes the fees for fire inspections which were not specifically identified before. The \$50 fee is the same as would have been charged previously as an unidentified inspection. Councilmember Bud Gish made a motion the Council adopt Resolution No. 556 as read. Councilmember Don Purvis seconded, and the motion carried.

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen reported on an AWC class he attended regarding public records and public meetings. He noted the rules regarding emails and that Councilmember's home computers could be subject to public records requests for items addressing City business. It was suggested that staff receive some added training in the near future. It was noted that all correspondence should be kept. Mayor Poulsen also noted that the Council should be careful not to create a quorum through email correspondence.

- 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 a Suicide Prevention meeting with Chief Hall. It was a report of what is going on locally to deal with the issue.

F. Councilmember Bud Gish reported on the Joint Entity Meeting. The Fire District received a gold star for their audit and are working to better communicate with the public. Fire Commissioner Bourdage reported on the County Summit meetings regarding Emergency Medical Services. It is being discussed to make the service county wide and possibly run a levy to fund the services. Currently the services are funded from the Fire funding. The School District is working on their budget and dealing with reduced State funding. The Port has some expansion ongoing at the grain elevator. There was also some discussion of the coal industry.

12. DEPARTMENT REPORTS

A. Director of Public Works Carl McCrary provided a written report noting the crew dealt well with the recent cold weather. The County also helped with deicer. Mr. McCrary informed the Council the City received an AWC loss grant to help complete the sidewalk improvements on Elm Street. This is to replace the sidewalk with pavers where the trees are. They will need to do the project prior to the end of the year.

B. Police Chief Bruce Hall provided a statistical report on the calls for November. The Department has added a new listing for cyber bullying to which they have responded. Sergeant Parker told the Council about an incident of two men target shooting near the freeway.

C. Clerk/Treasurer Coni McMaster had no report.

D. City Attorney Paul Brachvogel reported he has heard the Legislature may look at delegating taxing authority to the local levels as a way of dealing with the 2/3 majority requirement passed by the voters.

13. CONSENT AGENDA

Councilmember Bud Gish made a motion the City Council approve the Consent Agenda including Claims Vouchers Totaling \$259,771.40, Payroll Vouchers totaling \$72,251.14, and the City Council minutes of the November 17th Budget Workshop and the November 17, 2010 City Council meeting. Councilmember Don Purvis seconded, and the motion carried.

14. EXECUTIVE SESSION

Mayor Poulsen called an executive session on potential litigation for 5 minutes at 8:45. The meeting resumed at 8:50 pm.

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 8:52 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