

**CITY OF KALAMA  
CITY COUNCIL MEETING  
FEBRUARY 3, 2016**

**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 Dominic Ciancibelli, Mike Dennis Langham, Rosemary Brinson Siipola, and Mary Putka. Councilmember Mike Truesdell was absent. City staff present were City Administrator Adam Smee, Superintendent of Public Works Kelly Rasmussen, Clerk/Treasurer Coni McMaster, and Police Chief Randy Gibson. Members of the public present are listed on the sign-in sheet.

**2. EXECUTIVE SESSION**

Mayor Poulsen called an executive session at 7:02 pm on potential litigation items which would take 45 minutes. Attorney Jeff Myers joined the Council for the first half of the executive session and Attorney Tom Miller joined the Council via a conference call for the last portion. The meeting resumed at 7:47 pm.

**3. CHANGES TO THE AGENDA**

The Council added the "Huggins/Evanson Lawsuit" under new business.

**4. PRESENTATIONS & AWARDS - None**

**5. PUBLIC HEARINGS - None**

**6. PUBLIC COMMENTS/CONCERNS - None**

**7. UNFINISHED BUSINESS - None**

**8. NEW BUSINESS**

**A. Dept. of Ecology Grant/Loan – Sewer System Plan Update**

City Administrator Adam Smee explained that late in 2015 he applied for two grants – one for a Stormwater Utility Plan and one for the Sewer System Plan update. Department of Ecology did not approve the Stormwater Utility grant request, but they have listed the Sewer System Plan update as funded by a grant/loan program. The grant would be \$50,000 and the balance would be a \$50,000 loan at 1% for a five year term. The Sewer System Plan was completed in 2002 and after fourteen years is out-of-date. Staff would like to take advantage of this funding opportunity to complete the plan update in 2016 and 2017. The Water System Plan update was started in 2015 and will be completed in 2016. Councilmember Dominic Ciancibelli asked if the plan is for the Wastewater Treatment Plant or the entire system. Administrator Smee responded that while the plant is part of the plan, the focus will be on the

collection system. Public Works has some idea of the where the problem areas are in the system, but it isn't well documented, so they are not always comfortable with the old plan. This is a good opportunity to be prepared for the future. This project was not funded in the 2016 budget, so an amendment will be necessary. Councilmember Ciancibelli noted that several years ago the City invested in correcting infiltration issues on the south part of town, but knows there are problems on the north side. Administrator Smee noted that I&I improvements have been discussed, but the City doesn't have funding available, so only small projects have been completed when necessary.

Mayor Poulsen noted that citizens could do their part to address I & I (inflow & infiltration) issues by checking to be sure their downspouts are not connected into the sewer system. This would be in older homes, as newer construction would not be allowed to make such a connection. Stormwater in the sewer system is a problem for the City, and the repairs to correct the issues do not always pay for themselves. *Councilmember Dominic Ciancibelli made a motion the City Council authorize the Mayor or City Administrator to sign the necessary documents to accept the grant/loan funding for funds to be used for the Sewer System Plan Update. Councilmember Mary Putka seconded, and the motion carried.*

#### **B. Huggins/Evanson Lawsuit**

Councilmember Rosemary Siipola made a motion the City Council authorize the Mayor and Administrator to move forward with the defense of the Huggins/Evanson lawsuit, and to authorize the expense of funds to raise any counter or cross claims necessary to protect the City's interests, which may not be otherwise covered by the City's insurer or its policy. The expense of funds to pursue the City's interests in this matter shall not exceed \$10,000. Councilmember Mike Langham seconded, and the motion carried.

#### **9. ORDINANCES & RESOLUTIONS - None**

#### **10. CORRESPONDENCE - None**

#### **11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS**

**A.** Mayor Pete Poulsen reported he had been unable to attend the Community Dinner on Sunday but wanted to thank Vee Godley for his donation as well as Envision Kalama. He also thanked the Amalak for all their hard work. Mayor Poulsen addressed the issue of the Library acknowledging its importance to the community. The collection and equipment are currently being housed at a warehouse in the Port area and are not open for business. The staff is working on updating the circulation system during this time. The Library may not open for some time in order to complete the renovations that were planned before the flood at the downtown location. Mayor Poulsen stated his understanding of the disappointment within the Community but wanted them to know what is happening.

**B.** Councilmember Mike Truesdell was absent.

**C.** Councilmember Dominic Ciancibelli had no report.

**D.** Councilmember Mike Langham had no report.

E. Councilmember Rosemary Siipola had no report.

F. Councilmember Mary Putka thanked Mayor Poulsen for the Library information. She noted that Envision Kalama will be putting on a Everybody Read project later in the year.

## 12. DEPARTMENT REPORTS

A. City Administrator Adam Smee informed everyone that earlier today he found out the president has signed the declaration of disaster for Washington for the flooding in December. This is good news for the public entities. The Small Business Administration has low interest loan available for homeowners and business owners affected by the flood. These loans could also help to cover cash flow. They are currently accepting applications either by mail, electronically or in person at an office in Kelso. The office will only be open for 10 days. The City has posted the information on the website and on Facebook. Adam reported that staff had met with the insurance representatives about the buildings and received some preliminary estimates for repairs. The hygienist will be in next week to check on the Police Building and certify it if possible. It is taking a long time and he apologized for that and especially for the Library being out of operation. He will continue to look for a way to establish a temporary location.

B. Superintendent of Public Works Kelly Rasmussen presented a written report. He noted the repairs completed at the Stone Forest wastewater pump station, on the backhoe which now has a new engine, and the ongoing repair of the pump at the Ranney well. He added that the upgrades to the computers at the Water Treatment Plant are almost completed. This is replacing the original system from 2002 which is outdated and no longer supported.

C. Police Chief Randy Gibson presented his statistical report with 96 calls having resulted in 18 reportable incidents. There was one DUI, a forgery of \$20 bills, and several vehicle prowls in the Horizon Drive, Waters Watch area where pocket change was taken, but not other valuable items such as electronics or drugs. Chief Gibson informed the Council that he has received approval of the Traffic Safety Grant he applied for in 2015 for \$3665. This will be used to purchase a speed limit radar sign that will be placed in areas where speeding presents a problem. It will flash the speed back to the drivers as they come past, but will NOT issue tickets. He believes this will be a helpful tool for the Department and the City.

D. Clerk/Treasurer Coni McMaster presented the end of 2015 Treasurer's report and the January Cash/Investment report. Her department is catching up from the flood and back on track.

E. City Attorney was not present.

Councilmember Mary Putka noted that the most recent information on the Post Office is that it will reopen in mid-March.

**13. CONSENT AGENDA**

*Councilmember Mary Putka made a motion the City Council approve the Consent Agenda including:*

*Claim and Payroll Warrants 35761 through 35823 and all electronic ACH transactions for a total of \$151,466.26 and the Minutes of the January 16, 2016 City Council Meeting*

*Councilmember Dominic Ciancibelli seconded, and the motion carried.*

**14. EXECUTIVE SESSION - None**

**15. ADJOURNMENT**

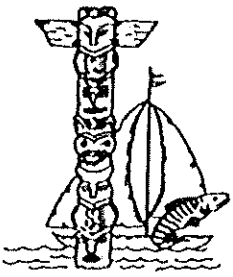
Mayor Poulsen adjourned the meeting at 8:20 p.m. These minutes are not verbatim. A copy of the recording for this meeting is available for review upon request.



**Pete Poulsen - Mayor**



**Coni McMaster - Clerk/Treasurer**



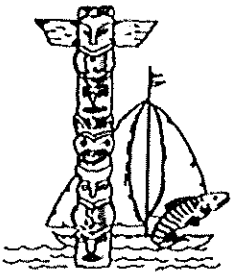
# City of Kalama

320 N. First St.  
Kalama, WA 98625



## City Council Agenda February 3, 2016 @ 7 pm

1. OPENING - Mayor Pete Poulsen
  - A. Flag Salute
  - B. Roll Call
  - C. Changes to the Agenda
2. EXECUTIVE SESSION – Pending Litigation
3. PRESENTATIONS & AWARDS
4. PUBLIC HEARINGS
  - A.
5. PUBLIC COMMENTS & CONCERNS
6. UNFINISHED BUSINESS
  - A.
7. NEW BUSINESS
  - A. Dept. of Ecology Grant/Loan – Sewer System Plan Update
8. ORDINANCES & RESOLUTIONS
  - A.
9. CORRESPONDENCE
10. MAYOR & COUNCILMEMBER REPORTS
  - A. Mayor Pete Poulsen – Mayor’s Report – Cow Co Tourism
  - B. Councilmember Mike Truesdell – Finance Committee
  - C. Councilmember Dominic Ciancibelli – Public Works & Planning Committee
  - D. Councilmember Mike Langham – Police, COG Board & 911 Board Rep
  - E. Councilmember Rosemary Siipola – Parks & Health Board Rep
  - F. Councilmember Mary Putka – Library Committee & Chamber Representative



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## City Council Agenda February 3, 2016 @ 7 pm

### 11. DEPARTMENT REPORTS

- A. City Administrator Adam Smee
- B. Superintendent of Public Works Kelly Rasmussen
- C. Police Chief Randy Gibson
- D. Clerk/Treasurer Coni McMaster
- E. City Attorney Paul Brachvogel

### 12. CONSENT AGENDA - *I move the City Council approve the consent agenda as presented.*

A. Approved for payment are:

B. Approval of Minutes:

- 1. Minutes of the January 16, 2016 City Council Meeting

C. Other Consent Agenda Items

### 13. EXECUTIVE SESSION

### 14. ADJOURNMENT

# CITY OF KALAMA

# SIGN - IN SHEET

MEETING Kalama City Council

DATE February 3, 2016

Name	Address	Phone/Email	Do you wish to Speak?	Subject
BEN PURVIS	HERE			
Lynn + Sandra Lunn	109 STEPHANIE ST	673-5154	NO	
Jim Marshall	222 Stepping Stone	673-4137	NO	
Wesley P. Smith	388 Ivy St.	261-4169	Not Sure	
Melody Johnson	289 S. 1st Place Kalama	673-5408	NO	
Sandy Brown	69123 Old Paris Rd	673-6484	NO	
Ken Bell	77 Mmm Rd	673-2322	NO	
Mike Herz	104 nmmrd	609-8071	NO	
Jeff Myers	7033K 11880 Olym	360 754-3440	NO	
Kinda Taylor	596 N. 3rd Pl.	1360 603-0498	?	
Bice Springs	6948 Old Paris Cir	360 624-1433	Maybe	
Wama Jugh			NO	

Please sign in for the record. Signing in does not mean you must speak but to address the Council you must sign in for the record. When recognized please state your name and address. Your comment could be subject to a time limit at the discretion of the Mayor. Please speak clearly enough for the tape to pick up your voice or step closer to the Council Desk. Thank you.