

**CITY OF KALAMA
CITY COUNCIL MEETING
MARCH 2, 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 Mike Truesdell, Dominic Ciancibelli, Mike Dennis Langham, Rosemary Brinson Siipola, and Mary Putka. City staff present were City Administrator Adam Smee, Superintendent of Public Works Kelly Rasmussen, Clerk/Treasurer Coni McMaster, and Police Chief Randy Gibson. City Attorney Erin Hillier was also present. Members of the public present are listed on the sign-in sheet.

2. EXECUTIVE SESSION - None

3. CHANGES TO THE AGENDA

Resolution 633 was added to the agenda.

4. PRESENTATIONS & AWARDS

Mayor Poulsen introduced the new City Attorney Erin Hillier who is from the Hillier Law Group out of Chehalis. Ms. Hillier stated she is looking forward to working with Kalama. Her firm works with several cities and specializes in small cities.

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS - None

7. UNFINISHED BUSINESS - None

8. NEW BUSINESS

A. Glenda Eldred – Request for additional Relief – Leak

Clerk/Treasurer Coni McMaster explained that Ms. Eldred had a water leak resulting in a very large bill. Under the City policy the City adjusted the bill for 50% of the leak usage. Ms. Eldred has requested additional consideration due to the extenuating circumstances including the flooding in December. Ms. Glenda Eldred stated that while she wasn't sure when the leak actually started she believes that due to the flooding in December and the City reading bills late she wasn't notified of the leak until the end of December. She did note that her son was notified and the water was turned off. She noted the bill was over \$3000. The leak adjustment given reduced the bill to \$1800. Superintendent of Public Works Kelly Rasmussen informed the Council that based on the data log it appears the leak began on November 26, 2015 and continued until December 18th at which time it was either turned off or repaired as the log shows show normal rates of usage thereafter. The City normally reads meters around the 20th of each month so the timing of the leak fell between the two readings

even if we had read the meters on time in December. The leak was on going at least two weeks before the December 8th flooding. Ms. Eldred explained that it was barn pipe that broke. This happened while she was out of town for two due to a death in the family. Councilmember Dominic Ciancibelli stated that he didn't feel additional consideration was in order as it is unfortunate, but the leak was repaired prior to the normal reading date and the City is not responsible for private party leaks. The City has already provided relief through the adjustment given. Mayor Poulsen and City Attorney Erin Hillier noted that the code does include allowances for exceptions due to death, hospitalization and other life events. Ms. McMaster added that the fact Ms. Eldred was out of town for two weeks due to a death in the family was new information staff had not been aware of and the City has provided considerations in the past to customers when circumstances are beyond their control. Councilmembers Rosemary Siipola and Mary Putka voiced their desire to provide additional relief to Ms. Eldred. Councilmember Putka made a motion the City provide an additional 50% reduction to the remainder of the leak on the bill. Councilmember Siipola seconded. The motion carried.

9. ORDINANCES & RESOLUTIONS

A. Resolution No. 633 – FEMA – Designation of Applicant Agent

Clerk/Treasurer Coni McMaster read Resolution No. 633 into the record: Be it resolved by the City Council of the City of Kalama, Coni McMaster, Clerk/Treasurer is hereby designated the authorized representative and Adam Smee, City Administrator is designated the alternate for and in behalf of City of Kalama, a public agency established under the laws of the State of Washington. The purpose of this designation as the authorized representation is to obtain federal and/or state emergency or disaster assistance funds. These representatives are authorized on behalf of the City Council to execute all contracts, certify completion of projects, request payments, and prepare all required documentation for funding requirements. Councilmember Rosemary Siipola made a motion the Council adopt Resolution No. 633 as read. Councilmember Mike Langham seconded. This is for the FEMA disaster recovery funding for the flood event in December. The motion carried.

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

- A.** Mayor Pete Poulsen had no report.
- B.** Councilmember Mike Truesdell had no report.
- C.** Councilmember Dominic Ciancibelli had no report.
- D.** Councilmember Mike Langham had no report.

E. Councilmember Rosemary Siipola reported that Envision Kalama has added the new Superintendent at the School to the board and is looking at a recreational partnership with the School.

F. Councilmember Mary Putka reported that a meeting discussing the Library's status was very positive and informative. There is a possibility of getting a bookmobile to use as a temporary facility, but the details are still being worked out.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee informed the Council that the move to the new building has been delayed by a week, but we are moving forward. He reported that he is applying for FEMA mitigation funding to address culvert issues in a couple of areas of town. The FEMA disaster funding people will have a "kickoff" meeting with staff next week and they will work to help the City submit for recovery funds. Adam continued that the City received some additional federal STP funding for the paving of East Frontage from Oak to Elm Street. He explained that federal money is tied to many regulations including ADA requirements which increase the cost and scope of many projects. He added that he is working with the engineers to finalize the drawings for the China Garden Road improvement so it can be put out to bid as soon as possible. This has a short construction window so that it is completed by the time school starts in September. Councilmember Rosemary Siipola noted that Adam's radio interview sounded well done. Adam explained that it was extremely edited from the hour and one half spent with the reporter touring Kalama.

B. Superintendent of Public Works Kelly Rasmussen presented a written report. He added that the draft of the Water System Plan will be ready next week. He is working with the engineers on doing a soil bore under the railroad tracks at Toteff Road to tie the water and sewer lines from Hendrickson Drive to Robb Road. Kelly informed the Council that the City and Envision Kalama will be working with Americorp volunteers on March 19th to do a complete cleanup of the downtown flower beds from Elm to Kingwood. Envision is using funds raised at the dinner to help replace plants and new bark.

C. Police Chief Randy Gibson presented his statistical report for the last two weeks. He noted the one case of violation of a protection order led to three arrests and the confiscations of heroin and a sawed off shotgun so they are facing felony charges. Also one of Kalama officers helped Woodland officers subdue a suspect that resulted in injuries to Woodland officers. The new radar speed sign is being used on China Garden Road by the school and calls have been received about whether there will be any tickets issued. Chief Gibson assured them that would not be the case. The sign will collect information on number of vehicles and speeds which will be of use to Public Works when providing information to granting agencies. Chief Gibson informed every one of the NW Innovations/Port of Kalama meeting that will be at the school on March 22nd. This is to take comment on the methanol plant project and the environmental study that has been completed. The EIS is 1500 pages long and will be available electronically. The Port of Kalama is the lead agency.

D. Clerk/Treasurer Coni McMaster reported she has closed out February and has been working on tracking the expenditures for the insurance and FEMA. The staff is also preparing for the move to the new building.

E. City Attorney Erin Hillier had no report.

13. CONSENT AGENDA

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

1. Claim & Payroll warrants 35885 - 35936 and ACH transactions of \$25,651.81 totaling: \$173,246.57
2. Minutes of the February 17, 2016 City Council Meeting.

Councilmember Mike Langham seconded, and the motion carried.

Old Business – Out of Order

Ms. Glenda Eldred asked when there would be a discussion about the rezoning issue she had seen the flyer on. It was explained that any meetings are being held by private citizens and the meeting from the flyer was last week. The issue is in the court system and the City is not holding any meetings.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 7:51 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