

**CITY OF KALAMA  
CITY COUNCIL MEETING  
FEBRUARY 2, 2011**

**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, Chuck Hutchinson, Don Purvis, and Bud Gish. Councilmember Adam Smee 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 present at the end of the meeting to attend the executive session. Members of the public present are listed on the sign-in sheet.

**2. EXECUTIVE SESSION - None**

**3. CHANGES TO THE AGENDA - None**

**4. PRESENTATIONS & AWARDS - None**

**5. PUBLIC HEARINGS - None**

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

**7. UNFINISHED BUSINESS**

**A. Kalama Housing Authority - Request for Funding**

Mayor Poulsen reminded the Council that this is a request for funds held by the City that can only be used for low income housing purposes collected over numerous years. After reviewing all the criteria for allowable uses for these funds, the City has found that this request meets the requirements. Mayor Poulsen explained that in conversations with Rebecca Tuttle of the Seattle HUD office it has been indicated that the Kalama Housing Authority (KHA) is taking adequate steps to get themselves on track. The current staff is working to bring the organization into compliance, and any help the City can provide is encouraged. They are in support of the KHA and want to see them succeed. If they don't, then the HUD will make recommendations that the facilities be taken over by an outside Housing Authority for administration. Councilmembers Don Purvis and Dominic Ciancibelli asked about how the City would be able to confirm how the money is spent. The City will receive a report at the end of the KHA fiscal year in June showing how they have used the funds. It is to cover the shortfall in operating costs created by several factors including the biannual audit, maintenance costs, and an unemployment claim. Mayor Poulsen informed those present that an informational meeting will be held with the tenants, the Board, and the City at which the HUD regulations for the operations of the Housing Authority will be explained to all. This is due to the changes that are being required due to the HUD audit early in 2010 and

many misunderstandings that have occurred between the tenants and staff. This will be before the end of February. Councilmember Bud Gish made a motion the City Council approve the request from the Kalama Housing Authority for \$20,000 from the Document Recording Fees for low income housing and amend the City budget accordingly. Councilmember Don Purvis seconded. Councilmember Chuck Hutchinson withdrew from the vote on the issue as he owns rentals that received subsidy rents from the Housing Authority. The motion carried with a vote of three in favor, one withdrawal, and one absent. It was asked after the vote about the results of the State audit, property taxes and the source of the funding. The State audit has not yet been completed. The Housing Authority does not pay property taxes as a governmental entity. The money they will be receiving from the City does not come from property taxes, but from special revenues set by the legislature which are incorporated into the fees paid for document recording. The cities in Cowlitz County have entered into an agreement with the County to share these funds, and Kalama receives at least \$3000 each year.

**B. Accept the 2 Million Gallon Reservoir Painting Project**

Councilmember Chuck Hutchinson made a motion the City Council accept the 2 Million Gallon Reservoir Painting Project as complete. Councilmember Don Purvis seconded. It was confirmed that all paperwork has been signed and completed. The motion carried.

**C. Appointment to Planning Commission**

Mayor Poulsen introduced Mr. Philip Fortuna to the Council, whom he would like to appoint to the Planning Commission. He is a fairly new resident of the City living out on Johnson Road. Mayor Poulsen believes he will be an excellent addition to the Planning Commission if the Council approves the appointment. Mr. Fortuna thanked Mayor Poulsen for the appointment. He has retired from a career in corporate planning and plans to be in Kalama for a long time. Councilmember Bud Gish made a motion the City Council accept the recommended appointment of Philip Fortuna to the Planning Commission. Councilmember Don Purvis seconded, and the motion carried. It was noted that other applicant Pix Basso, is also very involved in the community.

**8. NEW BUSINESS**

**A. Meeker Drive Sidewalk Project - Change Order**

Director of Public Works Carl McCrary stated that the project is getting close to completion. There is money still in the grant funding that could cover the recommended retaining walls and piping to help with drainage issues along the route. He recommends the Council approve the request as outlined in Change Order # 4. Councilmember Dominic Ciancibelli made a motion he City Council authorize the Mayor or Director of Public Works sign Change Order #4 with Woodland Constructors for an amount not to exceed \$26,166.36 including tax. Councilmember Bud Gish seconded, and the motion carried.

**B. Meeker Drive Sidewalk Project - Engineering Addendum**

Director of Public Works Carl McCrary explained that the engineers, Hammond Collier have work on some additional design for Change Order # 4 and will provide some added inspections. There are some added fees for them which will also be covered by the grant funding. Councilmember Dominic Ciancibelli made a motion the City Council authorize the Mayor to sign the Addendum #2 with Hammond Collier for additional inspection services associated with the Meeker Drive Sidewalk Project at a cost of \$2140.12 including tax. Councilmember Don Purvis seconded, and the motion carried.

**9. ORDINANCES & RESOLUTIONS - None**

**10. CORRESPONDENCE - None**

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

**A.** Mayor Pete Poulsen presented the final budget document including his 2011 budget message. In his message he voiced his appreciate for the efforts of the City staff and the work of the Council. Mayor Poulsen and Clerk/Treasurer Coni McMaster noted that the City will be joining with the Port of Kalama and the Kalama Chamber at the Cowlitz County Regional Business Expo in Longview at the end of the month.

**B.** Councilmember Adam Smee was absent.

**C.** Councilmember Dominic Ciancibelli had no report, but will be attending the Planning Commission to encourage them to expedite the review of the design standards.

**D.** Councilmember Chuck Hutchinson reported that he has attempted to move the safe to the Police Department, but has found it hard to find enough help to get inside the building.

**E.** Councilmember Donald Purvis reported the Cowlitz County Health Department has experienced budget cuts resulting in the loss of seven positions. This will have great affects on the service provided throughout the region.

**F.** Councilmember Bud Gish reported he and Carl McCrary had met briefly and looked at the Meeker Drive project. He is impressed with how the project has turned out. Councilmember Ciancibelli voiced his appreciation of the engineers, Hammond Collier, for thinking "outside of the box" to design this so it could be extended and completed within the grant funding available.

**12. DEPARTMENT REPORTS**

**A.** Director of Public Works Carl McCrary presented a written report. He added that the crew had replaced the roof at the gazebo at Maruhn Park. Also the crew had to cover 24 hours at the Water Treatment Plant during the recent storms to deal with the river

conditions the storm caused. He noted that the grant application for the Whitney Addition Storm Pond was not approved by the County. Mr. McCrary presented a pictorial report of projects accomplished in the last year put together by Wastewater Treatment Plant Operator Richard Smith. He added that he greatly appreciates all the assistance that Rich and Assistant Public Works Director Kelly Rasmussen provide him. Mayor Poulsen briefly reviewed the different projects which included the bench put in at the Port in honor of Woody Woodward, one of the City's treatment plant operators.

**B.** Police Chief Bruce Hall reported on the arrest of a local level 3 sex offender, the arrest of the adult for the grocery store burglary, and the upcoming appointments of the District Court judge. The juveniles involved in the store burglary will also be prosecuted. Chief Hall addressed the issue from the last meeting regarding the "jake brakes" inside the City. The department did make some stops and have researched the issues involved. It is complicated, and enforcement can be difficult. Councilmember Gish did note that the noise issues have improved some, but it is still a problem. If further improvement doesn't occur he will encourage the City to adopt an ban on the use of the compression brakes within the City limits.

**C.** Clerk/Treasurer Coni McMaster explained that the final budget document includes charts and graphs that help to explain the budget of the City. It also includes the Capital Improvement Plan. Ms. McMaster reported that the January period has been closed but the City will need to be very cautious with expenditures especially at the Library and the Community Building which required supplementation by the General Fund. It is a very tight budget.

**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 \$119,362.36, Payroll Vouchers totaling \$68,274.17 and the City Council minutes of January 19, 2011. Councilmember Don Purvis seconded, and the motion carried.*

### **14. EXECUTIVE SESSION**

At 8:05 p.m. Mayor Poulsen announced the City Council would take a 5 minute break and then go into an executive session regarding litigation and personnel issues for 30 minutes. At 8:40 p.m. the Council requested an additional 5 minutes. The meeting resumed at 8:43 p.m.

### **15. ADJOURNMENT**

Mayor Poulsen adjourned the meeting at 8:43 p.m. These minutes are not verbatim. A copy of the tape can be made available for listening.

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**Pete Poulsen - Mayor**

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**Coni McMaster - Clerk/Treasurer**