



City of Kalama

320 N. First St.
Kalama, WA 98625



City Council Agenda June 1, 2016

1. OPENING - Mayor Pete Poulsen
 - A. Flag Salute
 - B. Roll Call
 - C. Changes to the Agenda
2. EXECUTIVE SESSION
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 - A. Learn to Swim Program – Carolyn Reynoldson
4. PUBLIC HEARINGS
 - A.
5. PUBLIC COMMENTS & CONCERNS
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 - A.
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8. ORDINANCES & RESOLUTIONS
 - A. Ordinance No. 1378 – KMC 7.08 Garbage Code Update
 - B. Ordinance No. 1379 – 2016 Budget Amendment
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

**CITY OF KALAMA
CITY COUNCIL MEETING
JUNE 1, 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 - None

4. PRESENTATIONS & AWARDS

A. Learn to Swim Program – Carolyn Reynoldson

Kalama resident Carolyn Reynoldson, Coordinator of the Kalama Learn to Swim program, brought the Council up-to-date on the program, noting that she wasn't there to ask the City for anything. The program was started in 2004 so is now in its 13th summer. There are no overhead costs and all money donated goes to pay for lessons. She elaborated on the fun she has watching the kids, and how they grow over the years from being in the program to then helping with the program. It costs \$35 for each child and this has remained the same since 2008. The number of children since the beginning of the program has been 821 at a cost of \$22,240.00, all donated from the people of this community. Over the last five years it has averaged out to 90 children per year and for 2016 they already have 77 signed up to start in July. This is a successful program and more of the parents are donating funds toward the costs as well. Last year Ms. Reynoldson took a survey/opinion poll to see what those involved thought of the program with the only suggestions for improvement being to extend it from 4 to 5 days and from 30 minutes to 1 hour per lesson. Cost has remained the same. Over the years they have looked at different locations for the program but Kelso's Gaither pool has been the best price and location which includes a safe area for those observing and whole families are welcome. Ms. Reynoldson noted that she is already for donations of all sizes, anywhere from \$5 and up. Mayor Poulsen asked Ms. Reynoldson to tell about the incident that is the reason the program was founded. She explained that as a child in 50's here in Kalama there were two brothers (one was her age) and some friends that decided to walk across the Kalama river, by making a human chair. None of them could swim. On the return trip, the younger brother stepped into a hole and while all of them tried to pull him out, the other brother was pulled into the river and both drowned. With all the water recreation areas in here, it is important that the kids are able to swim. This is a life time lifesaving thing they are learning. The program has happy parents, instructors, and kids.

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS

Mr. Bruce Berry of Columbia Terrace Estates (CTE) address the Council regarding the issue of water meters and that the City is charging "rent" for meters they don't own. City Administrator Adam Smee explained that CTE is a commercial/manufactured home park and the City bills the park not the individual residents and the park owns the meters. The code sets the billing as a base usage charge per unit/resident plus usage at so much per 100 cubic feet. Mr. Smee was not sure if the park still reads the meters inside the park but the park does pass the charges to residents. The fee structure is that the base fee is to cover fixed costs such as personnel and utilities while the usage charge addresses the variable costs related to increases in usage. Clerk/Treasurer Coni McMaster explained that the base fee is not a meter charge or rent but a service charge and the City has combined rate structure. If the base fee was not included then the usage fee would have to be raised to 3 or more times what it is now in order for the City to meet the costs of operating the system. It was explained that sewer is billed same way based on water usage as it is assumed that what water comes in has to go out. Mr. Ken Cox, a new resident at CTE noted the concerns that when they have a problem with water line or streets at the park they get no response from park management or owners. What can they do? Mayor Poulsen noted that the City has no control within the park to address those issues. If the issue could be a health or safety issue he would suggest they call the Health Department. Mr. Cox stated that residents are considering filing a lawsuits that could include the City. Mayor Poulsen noted that is their right and it will be addressed if it happens. Mr. Berry asked about the white Public works trucks that he has seen at Bobs just before the opening of fishing season. Superintendent of Public Works Kelly Rasmussen noted that the crew receives a boot allowance and many buy boots there as they get a discount. It was suggested that if Mr. Berry could provide more information the City management would look into the issue.

7. UNFINISHED BUSINESS - None

8. NEW BUSINESS-None

9. ORDINANCES & RESOLUTIONS

A. Ordinance No. 1378 – KMC 7.08 Garbage Code Update

Ordinance No. 1378 was read by title: An Ordinance of the City of Kalama, Washington amending Kalama Municipal Code Chapter 7.08 Garbage Collection and Disposal to provide for certain exemptions and/or limited services under specific circumstances. Mayor Poulsen noted that this may apply to CTE residents that don't use the full services which shows that the City does try to address concerns when brought to the City.

Councilmember Dominic Ciancibelli made a motion to adopt Ord 1378 as read. Councilmember Mike Langham seconded, and the motion carried.

B. Ordinance No. 1379 – 2016 Budget Amendment

Ordinance No. 1379 was read by title: An Ordinance of the City of Kalama, Washington amending the 2016 Budget to account for increasing the Budget in the amount of \$90,000. City Administrator Adam Smee explained that \$50,000 of amendment is for adding an additional police officer. The Police Department provides 24 hour coverage with just 4 officers and the Chief with 4 on 4 off 12 hour shifts. This works but requires a lot of overtime when shifts have to be covered for vacation, training, and sick days. The officers have been cooperative, but it did come up as a concern during the contract negotiations. The City recognized that need and has been planning to up staff within the next year or so. The Chief was asked to look for an officer to up staff the department and has found a potential prospect to hire. This will be for the last six months of 2016 which is covered by the \$50,000 along with some for outfitting a new officer. The other \$40,000 is really \$20,000 counted twice to meet the BARS requirements. The funds are for improvements on the bank building, including the asbestos abatement and additional flooring costs and compliance costs for ADA to meet USDA requirements. It was noted that the current budget is looking okay, even though the City is still waiting on insurance and FEMA. There are funds available to meet these needs. Councilmember Rosemary Siipola made a motion the City adopt Ordinance No. 1379 as read. Councilmember Mike Langham seconded, and the motion carried.

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen reported he and Chief Gibson attended the Joint Entity meeting held at the Fire District. The Port has many projects in the works and the School is preparing for the end of the year.

B. Councilmember Mike Truesdell had no report.

C. Councilmember Dominic Ciancibelli noted he had a brief meeting with Superintendent of Public Works Kelly Rasmussen where they discussed issues including the downtown watering of plants and getting some of the business owners to take care of those in front of their businesses. Currently Public Works summer help is taking care of the watering. Councilmember Mary Putka noted that Envision Kalama is working on a solution that may involve some help from the Port. Mayor Poulsen expressed his belief that the Chamber should do more to address the issues as well. Councilmember Ciancibelli suggested the City could offer incentives for people/family to adopt an area and that would include plaques. The Cityscape was to include the beautification of the downtown as well as street improvements. There was a consensus that all don't understand why the businesses are reluctant to participate. Locals have donated through Envision to provide the landscaping and it needs to be kept up. The crew is very busy with major projects and the watering takes up a lot of time. City Attorney Erin Hillier noted that she has seen many projects in other places where the bulb outs create safer environment as well as help beautify the City. There was discussion of how other jurisdictions cover the cost and it was noted that Castle Rock covers the cost for the watering of the plantings. There have also been discussions of the City hiring a part-time

person in 2017 exclusively for Parks work. This year the summer help is going to handle it but hot weather came early back in April prior to them being available.

C. Councilmember Mike Langham no report.

D. Councilmember Rosemary Siipola had no report, but informed the Council she had submitted an application to AWC to fill the small cities position for the Traffic Safety Commission which they appoint. She would also like to attend the AWC annual conference.

E. Councilmember Mary Putka reported that Louise and the public are happy with the Bookmobile and looking forward to the new library. She appreciates the fans to keep the facility cooler and believes the State Library will be providing them tablets for public use. The Summer reading program will be on Thursdays at 2pm, from June 23 to July 28. The Library and Folk are also providing the STEM program which are science and technology programs for youth which will include LEGOs, robots, 3-D graphics and more. Each one is about 3 weeks long and they attend 4 days a week from 3pm to 5pm.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee provided construction contracts for Mayor Poulsen to sign for the China Garden Road projects. Also the funding paperwork with Department of Transportation for the downtown Frontage Road overlay project to get the funding obligated before the project can be put to bid was to be signed. He noted that Superintendent of Public Works Kelly Rasmussen had been busy working on the Robb Road utility bore at Toteff Road where the railroad is currently realigning the road. The City has a lot to get done during the construction season and good weather. Adam noted that the new State biennium new begins in July so he will be looking at future funding options. He informed the Council that the building contractors appear to be doing well and the City is seeing some interest in developments on different sites.

B. Superintendent of Public Works Kelly Rasmussen presented a written report. He briefly noted the BNSF working at Toteff Crossing with the realigning of the roads in the area causing travel issues. His crew has been very busy including finding smaller leaks during the dry weather, installing 4 new water services, and helping with a high pressure issue at the Rebel. Kelly informed the Council that the LED lighting project with TIB has been accepted along with grant from PUD. The City will get 97 street lights changed to new LED fixtures at a cost of \$32,000 which will be entirely grant funded. The City pays a significant electric bill for street lighting and hopefully the savings will be at least 50% if not more. The work will all be done by a contractor and hopefully in July. The crew will be working on an old ductile waterline at Spencer Creek and Modrow Roads. This old line will be replaced and 10 homes transferred to a new 8-inch line. It was noted that 18 new home permits have already been issued in 2016. One developer/building has proposed about 20 new home permits to come in once Phase 2 of Stone Forest is approved. The City issued 23 new home permits in 2015. The costs are less here than those in Clark County, so that may be a factor in the growth rate. Once the new casino just south is operating that could also increase housing needs in the area.

C. Police Chief Randy Gibson presented his statistical report which included only 7

reportable incidents which included several juvenile issues. He noted that the Department did sell the Charger, getting only \$5500 where he had hoped for \$8000. Mayor Poulsen noted that School Superintendent had discussed the "senior prank" at the Joint Entity which involved a propped open door for access and the students filled the hallways with balloons. While they taped over the security camera, they failed to notice when the tape came off and were caught on film.

D. Clerk/Treasurer Coni McMaster provided the preliminary Cash and Investment report for May. She noted that the annual reports had been filed on time. She has been working on drawing up the documents for having the City assume the TBD so there will no longer be two separate entities. She and her staff are getting settled into the new facility. Mayor Poulsen asked how the public was reacting. Coni stated that except for having trouble finding the new location, all the comments have been positive.

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:

Claim and Payroll warrants 36225-36272 and ACH transactions of \$ 38,717.52 totaling: \$214,427.48

Minutes of the May 18, 2016 City Council Meeting

Set a Public Hearing for June 15, 2016 @ 7pm for the 2016 – 2022 Transportation Improvement Plan.

Set a Public Hearing for June 15, 2016 @ 7:30 pm to review the Garbage Rate increase from Waste Control due to an increasing in tipping fees.

Councilmember Mike Langham seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 8:28 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



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Report for City Council **June 1, 2016**

Police Activity for the period of May 18, 2016 thru May 31, 2016

Number of Calls for Service –88

Calls resulting in reports – 7

Report Details:

- | | | |
|------------|------------------|---------------------------------------|
| 1) K16-164 | Agency Assist | Juvenile sex case |
| 2) K16-165 | Juvenile Problem | Students skipping class |
| 3) K16-166 | DUI | Adult female arrested |
| 4) K16-167 | Obstructing | Juvenile lying about identity |
| 5) K16-168 | Drugs | Marijuana found on Juveniles |
| 6) K16-169 | Order Violation | Adult male -probable cause for arrest |
| 7) K16-171 | Parking Problem | Vehicle parked in Cap Bus stop, towed |

