

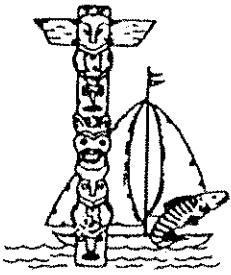
City of Kalama

320 N. First St.
Kalama, WA 98625



City Council Agenda October 5, 2016

1. OPENING - Mayor Pete Poulsen
 - A. Flag Salute
 - B. Roll Call
 - C. Changes to the Agenda
2. EXECUTIVE SESSION
3. PRESENTATIONS & AWARDS
 - A. Proclamation for October 2016 as Manufacturing Month
4. PUBLIC HEARINGS
 - A.
5. PUBLIC COMMENTS & CONCERNS
6. UNFINISHED BUSINESS
 - A. Kalama Library – Cost Estimate Update
7. NEW BUSINESS
 - A. First Draft of 2017 Revenues
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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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 Erin Hillier

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

A. Approved for payment are:

Claim & Payroll warrants 36701 -36758 and ACH transactions of \$41,920.95
totaling: \$213,370.89

B. Approval of Minutes:

- 1. Minutes of the September 21, 2016 City Council Meeting

C. Other Consent Agenda Items

- 2. Set 2017 Revenue Public Hearing for October 19, 2016

13. EXECUTIVE SESSION

14. ADJOURNMENT

**CITY OF KALAMA
CITY COUNCIL MEETING
OCTOBER 5, 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, and Rosemary Brinson Siipola. Councilmember Mary Putka 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. 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. Proclamation for October 2016 as Manufacturing Month

Mayor Poulsen read a proclamation making October Manufacturing Month in Kalama.

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS

Mike Reuter, Kalama resident, once again addressed the Council regarding the Methanol Plant proposed north of the City. He understands the Council has no authority for the project, but they are responsible for the well-being of the citizens of Kalama. The plant will operate 24/7 and the plume will be visible all the time as a constant reminder that money was more important than the citizen's piece of mind. The site will be well lit so the plume will be visible at night and days, except according to NW Innovations, on clear sunny days. Being the Pacific Northwest, there are few of these. He noted that 40% of the new permanent jobs will be filled from outside the area to bring in qualified operators. It will be many years before the area and the City see any return from this project.

7. UNFINISHED BUSINESS

A. Kalama Library – Cost Estimate Update

City Administrator Adam Smee explained he wanted to update the Council on the project which is at 50% design. The consultants came back with an estimate (\$650,000) that Adam would not bring to the Council and he has been working with them to bring the costs back into an area at least close to our original budget number (\$300,000) based on the scope. He has also had them pull out some the items to be bid out as options or

alternatives. He will need some feedback from the Council to determine if he is proceeding as they want. Adam explained the estimators take each item in the design to get a base bid and then add the amounts for overhead, profit, contingency, and bonding. The base bid for the project, by his calculations is at \$294,000 which includes a couple of the items the designers had pulled out. The first alternate is for the brick and windows at \$119,000. Staff has all agreed that the building envelope is critical in long term planning for building and these improvements are expected to add at least 20 years to its life. The second alternate is HVAC, but it is included in the base as the library space furnace was damaged with the flood so a new unit will provide both heating and cooling in that area, and the north end of building will use the existing units. There is none being proposed for the Chambers, as it was too expensive, so he took it out of the equation. The third alternate is the electrical Upgrade for lighting and low voltage for fire, security cameras but is not part of the base. The fourth alternate is work in the Chambers and this where he needs to hear from the Council as it is their space. The prior arrangement had staff sitting at folding tables and it was suggested to consider fixing it so everyone would be at the dais which will cost \$13,000 and there is an additional \$1800 to have it made bulletproof. Replacing the wood paneling is estimated at \$25,000 and he would suggest less expensive options be considered. Also included was networking audio and visual with a TV built in and the final total is \$55,000. The designers also had some countertop and fixtures pulled out, but he felt these items are better in the base bid to make quality improvements.

Councilmember Dominic Ciancibelli, a retired builder, asked how the paneling could cost so much base on what he knows are the costs. Adam explained he agrees it seems high, but there are the issues of prevailing wage, and Davis Bacon compliance. He has to believe that the estimators know what they are doing, so while he has argued with them to bring a lot of it down, he doesn't want them to cut it back to where it isn't realistic either. The City also has to comply with bid practices. He would recommend that as the least used space, the City do the chamber with a no frills budget but make it a very functional and professional space. It may be possible to dress it up at a future date, but we don't want to do the project in pieces. Mayor Poulsen noted that we all need to keep the overall project in focus. It was clarified that the proposal includes all of the brick on the building and all of the windows to be replaced. Councilmember Rosemary Siipola noted that she feels the paneling is dated and it could be made lighter and airier with something different. We don't have to replicate what was there. Adam stated that the City is paying for the design and advice which includes the project management. For the City to do any of this it would take a ton of staff time. He wants the library to move into a fully functioning space, completed and nothing left to be done. The Chamber could be separated, but it would be better to have it functioning as well. The design team has indicated they can have 90% drawings by October 28th, meet with the stakeholders on November 8th and ready to put out to bid by November 14th. Adam would like a nod to proceed as he has outlined by taking out some options if the Council can provide that direction tonight. Councilmember Ciancibelli noted that Adam has spent a lot of hard work on this and he has faith in him to proceed. He did recommend that the City make sure they have a knowledgeable stucco contractor. He suggested that Adam contact Councilmember Mary Putka and bring her up-to-date. Adam noted that he would contact Mary, but the design itself is intact as she and the stakeholders previously reviewed. He added that he feels the brick and windows can be considered a maintenance item and possible paid for from the general reserves of the City. After working with the estimators, he doesn't want to push for them to reduce it more and then have the bids come in way over the

estimate.

Adam noted that the City has the money to do the project, but there are more projects to be funded as the needs of the City far outweigh the current resources. Mayor Poulsen and Adam both noted that the Police facility will be expensive to this community. Staff are trying to find funding options and what is available, but there may be no easy way to address. It may have to go out as a General obligation bond before the voters. Hopefully the City can get a design and plan together that would help to get the funding passed if it comes to that.

Mayor Poulsen took this opportunity to address the Council about the ballot measure on the ballot in November. He encouraged them all to talk with their friends, neighbors, and constituents about the needs of the Police Department. The 1/10 of a cent in sales tax is just a start to help fund a new facility and will produce approximately \$50,000 a year. This is ten cents on every one hundred dollars spent. The current Kalama sales tax is the lowest in the County and will remain the lowest even if the ballot measure passes. He noted it is going to cost more than a million dollars to building an adequate facility. As the City moves forward the Council will need to convince the community of how badly a professional facility is necessary for the department to operate and for the officers do their jobs. The City opted not to spend funds on a predesign without having a site picked out, so we don't have any visual or concept to show the public, but we still have a need. The Police Department has been doing some outreach on facebook and doing a great job. They have received no objections so far and are in fact encouraged by the feedback. The search for site continues but there are not a lot of sites available.

8. NEW BUSINESS

A. First Draft of 2017 Revenues

Clerk/Treasurer Coni McMaster presented a first draft of the proposed 2017 revenues which include a 1% increase in property taxes and the utility rate increase that is effective in January. She is reviewing other increases and more will be presented at the hearing on October 19th. If anyone has any questions she encouraged them to come and talk with her or Adam.

9. ORDINANCES & RESOLUTIONS - None

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 reported he and Superintendent of Public Works Kelly Rasmussen talked about culvert project on 2nd Street where they enlarge the drainage pipes. The crew did a wonderful job and this should improve the situation in this area.

- D. Councilmember Mike Langham had no report.
- E. Councilmember Rosemary Siipola had no report.
- F. Councilmember Mary Putka was absent.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee reported he is still working on the Shoreline Update, but it is unclear how long the State will take to approve it. The Planning Commission has the Comprehensive Plan ready for public hearing and now wants to go back to complete the Urban Growth Boundary work that was put on hold back in 2015 at the request of the County. The Commission agreed to a delay for a year and it has been over that, so now they want to readdress it.

B. Superintendent of Public Works Kelly Rasmussen presented a written report. He discussed the culvert project on 2nd explaining that they increased the size to help improve the flow substantially which will help to alleviate the choke point. The culvert work done previously on China Garden and this work will all help to avoid future plugs of these to drainage ways. He has had Cowlitz Clean Sweep (CCS) jet all the storm drains in downtown in preparation for the fall and winter rains. CCS removed a lot of debris even after all that was done after the flood. He and the crew are working keep any issues like last December from repeating. The crew also repaired a couple of water leaks. Mayor Poulsen asked how the Department of Ecology visit to the Water Plant went. Kelly stated it went well. He explained that the Water Plant has a discharge permit just like the Wastewater Plant which is for the discharge of water to the Kalama River used to wash the filters. Kalama's is the largest of three diatomaceous earth water plants in the State and DOE doesn't fully grasp all of the operations. He invited the DOE officials to tour so they can see how the system works. Most plants discharge daily, but this plant is only once every two to three weeks. The plant is mainly automated, so all the crew are licensed to run it, but it doesn't require more than a few hours of on-site operation.

C. Police Chief Randy Gibson presented his statistical report which is fairly consistent for activity. He noted they incinerated drugs held in the department from those prescriptions turned in or illegal drugs seized which amounted to over a 100 lbs. This kept these from going through the sewer system and into the rivers. The bomb threat at the school had no merit but required investigation. He also noted that the new traffic pattern at the school is working better as residents get used to it.

D. Clerk/Treasurer Coni McMaster reported that she has closed September and provided the September Cash & Investment report and the 3rd Quarter Treasurer's report. She did not find the need for a budget amendment at this time. She is working on the presentations for the 2017 budget as well. The State Auditors have finished their on-site work and it seemed to go okay. They will close out the audit within 30 days.

D. City Attorney Erin Hillier had no report.

13. CONSENT AGENDA

Councilmember Rosemary Siipola made a motion the City Council approve the Consent Agenda including:

1. *Claim & Payroll warrants 36701 -36758 and ACH transactions of \$41,920.95 totaling: \$213,370.89*
2. *Minutes of the September 21, 2016 City Council Meeting*
3. *Set 2017 Revenue Public Hearing for October 19, 2016*

Councilmember Mike Langham seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 8:26 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

SIGN - IN SHEET

MEETING City Council

DATE October 5, 2016

| Name | Address | Phone/Email | Do you wish to Speak? | Subject |
|-------------|------------|--------------|-----------------------|---------|
| Mike Rester | 335 S. 3rd | 503-572-1838 | Y | Methuon |
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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.