

**CITY OF KALAMA
CITY COUNCIL MEETING
FEBRUARY 1, 2017**

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, and Rosemary Brinson Siipola. Councilmembers Mike Truesdell and Mary Putka were absent. City staff present were City Administrator Adam Smee, Superintendent of Public Works Kelly Rasmussen, Clerk/Treasurer Coni McMaster, and Acting Police Chief Steve Parker. Members of the public present are listed on the sign-in sheet.

2. EXECUTIVE SESSION - None

3. CHANGES TO THE AGENDA

Added under New Business – Police Chief Search

4. PRESENTATIONS & AWARDS - None

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS

Kalama citizen Dan Ohall thanked the City crew for the fantastic job they did during the week-long winter weather. He also thanked the Police Department for hanging in and serving the community.

Mayor Poulsen noted that Library Board applicant Shannon Ripp was in the audience and would be appointed to the position on the consent agenda.

Councilmember Rosemary Siipola asked Dan Ohall who is a woodworker, if he could possibly make up a sign to add to the Kalama sports sign to honor the Kalama Girls Volleyball team for winning the State Championship. It was suggested that someone talk with the School wood shop and make it a project for them.

7. UNFINISHED BUSINESS - None

8. NEW BUSINESS

A. Search for a New Police Chief

Mayor Poulsen noted that while some might view this as too soon or disrespectful, it is not meant to be. The City has real need to fill the position and the process is a long one. City Administrator Adam Smee explained that he has had

discussions with Greg Prothman who helped the City hire Chief Gibson, and the process can take five months. He and Mayor Poulsen along with other staff believe that this is the best process to use to get a quality person to fill the position, and it was very successful 6 years ago. While it is not inexpensive, staff believes that it will be covered within the current budget. Prothman will conduct the search from first developing the job description and posting the advertisement all the way through the interview process including doing background checks. They will take the applications received under review and provide Kalama with the final applicants for interviews. The Council will need to authorize the Mayor to sign a contract with Prothman to move forward. Administrator Smee noted the goal would be to have the position filled by the beginning of school in the fall. Councilmember Rosemary Siipola made a motion the Council authorize the Mayor to sign the contract with Prothman to conduct a search for a new Police Chief. Councilmember Dominic Ciancibelli seconded, and the motion carried.

9. ORDINANCES & RESOLUTIONS - None

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen reported that the Wine Chocolate and Blues Festival is on February 11, 2017 and will benefit the Community Building. There will be a silent auction with some excellent items. He hopes the Council and staff will attend. Tickets are \$10.

B. Councilmember Mike Truesdell was absent.

C. Councilmember Dominic Ciancibelli had no report.

D. Councilmember Mike Langham reported he attended the 911 Board meeting and they are making no progress at getting the interlocal agreement completed. Councilmember Langham suggested that the City look at dedicating a portion of Highway 99 to Chief Gibson as a way to honor him. Staff would research on how this might be done.

E. Councilmember Rosemary Siipola reported that she has found out how to finally get the Health Board notices so she can attend the meetings in the future. The schedule is attached to the County Commission minutes and agenda.

F. Councilmember Mary Putka was absent.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee reported that Monday was the first day of work in the 120-day period on the Library Renovations. Brick is being taken off the building and will be recycled by a contractor. Mayor Poulsen asked if the City might be able to get one brick for history. That may be possible and all the signs on the building will be kept as well. Adam also noted that it appears many of the walls in the building are concrete and this is probably because the building was the jail at one time. He is excited that the project is finally

underway. Adam informed the Council that with the resignation of Office Cody Traub in December an open position in the department was created. Chief Randy Gibson had found a lateral applicant that he was looking to hire prior to his death. Adam, Mayor Poulsen and Acting Chief Steve Parker met with the applicant Kendrick Wong last week and all feel that the he will be a good hire for Kalama. He is well qualified and very professional. An offer of employment has been issued and now he just has to go through the psychological and physical testing and a polygraph. Adam closed noting that the office has just been very busy the last few weeks.

B. Superintendent of Public Works Kelly Rasmussen presented a written report. He noted that the pre-construction conference on the Robb Road waterline project was held this morning with the contractor Tapani, BNSF, and Gray and Osborne. They have 50 days to complete the project and the contractor is thinking it will take thirty. The job has to be completed by March 31, 2017 as the BNSF permits will expire at that time. The City is signing an interlocal agreement with the County regarding the future expansion of the water system which will get the County to approve the City's Water System Plan. The crew has been busy with water leaks since the cold weather. Kelly also noted that the houses are going up fast out in Stone Forest and it appears that nearly all the lots in Phase 2A have been sold. There were 10 permits issued in January and there are more awaiting pickup. This led to a discussion of needing other development. There are discussions with several developers including the owners of Waters Watch Phase 4 and Columbia Point.

C. Acting Police Chief Steve Parker presented the department statistical report for the month of January. The biggest issue was the break in at the pharmacy. This has happened numerous times in the last few years with the last being about 13 months ago. There are alarms in place, but this was a smash and grab. They did get some drugs, but not a lot with street value.

D. Clerk/Treasurer Coni McMaster reported that the office is busy with building permits, business and dog licenses and public records requests. The final budget document is complete and it has been uploaded to the Council drive file for their review. If the Council wants a hard copy it can be provided.

E. City Attorney Erin Hillier was absent.

13. CONSENT AGENDA

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

- A. Claims and Payroll Warrants 37183-37250 and electronic ACH transactions in a total amount of \$194,780.31.*
- B. Minutes of the January 18, 2017 City Council Meeting*
- C. Approval of Mayor's Appointments*

Kalama Planning Commission – Kimberly Sullivan 5-year term

Kalama Library Board – Heather Jones 5-year term
Kalama Library Board – Shannon Ripp – Complete 2 year vacant term

Councilmember Mike Langham seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 7:40 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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