

**CITY OF KALAMA
CITY COUNCIL MEETING
DECEMBER 21, 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 Adam Smee, Dominic Ciancibelli, Chuck Hutchinson, Don Purvis, and Bud Gish. City staff present were Director of Public Works Carl McCrary, Clerk/Treasurer Coni McMaster, and Police Chief Randy Gibson. City Attorney Paul Brachvogel 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 - None

A. Swear in New Councilmembers Mike Langham & Mary Putka

Cowlitz County Judge Ed Putka did the honors of swearing in reelected Councilmember Don Purvis (Position 4) and new Councilmembers Mike Langham for Position 3 and Mary Putka for Position 5. The new members will take their seats at the Council meeting on January 4, 2012.

B. Certificates of Appreciation to Outgoing Councilmembers Chuck Hutchinson and Bud Gish

Mayor Poulsen presented certificates and gifts of appreciation to outgoing Councilmembers Chuck Hutchinson and Bud Gish who have worked hard for the community of Kalama. He stated how good it had been to work with both; how he appreciated their support over the years; and noted that they will be missed. Director of Public Works Carl McCrary also presented certificates of appreciation from the entire Public Works staff.

5. PUBLIC HEARINGS

A. Continued Hearing 2012 Budget & 2012-2017 Capital Facilities Plan

Mayor Poulsen re-opened the public hearing. Clerk/Treasurer Coni McMaster explained that one addition has been made to the 2012 budget bringing it to a total of \$5,152,230. The City has been working on installing wayfinding signs in the downtown, but the project will not be completed as planned in 2011, so the cost of \$3500 has been added into Fund 105 – the Tourism Fund. The Port of Kalama is providing the funding from grant received several years ago. Ms. McMaster provided a copy of the budget ordinance, excerpts from what will be included in the final document, and the complete Capital Facilities

Plan. Mayor Poulsen provided his budget message, stating that he had hoped for a more positive outlook for the future. He was hoping the economy would be improving, which is not the case at this time. He added that this administration has worked diligently to be fiscally responsible and will continue to do so. He noted the positives the City can point to, such as good water, 24/7 police coverage, efficient sewer service, and an outstanding library. He commended all the employees for keeping the City functioning at such a high standard, noting they are responsible for the City's successes.

Kalama citizen Jim Dickey thanked the City Council and the staff for all the work they have done to finalize the budget. Mayor Poulsen closed the hearing at 7:15pm.

6. PUBLIC COMMENTS/CONCERNS - None

7. UNFINISHED BUSINESS

A. Board Appointments – Planning Commission, Parks & Recreation Committee, Library Board

Mayor Poulsen introduced Mr. George Reuter who was in the audience and has submitted an application to service on the Parks and Recreation Committee. Councilmember Bud Gish made a motion the City Council approve the Mayor's appointments and reappointments of Patricia Hamilton to the Library Board, Shirley Lowman, Stacey Yeaman, and George Reuter to the Parks and Recreation Advisory Committee; and Don Mathison, Kevin Wade, Jim Hendrickson, and Kim Sullivan to the Planning Commission. Councilmember Don Purvis seconded, and the motion carried.

8. NEW BUSINESS

A. Appoint New Mayor Pro-Tem

Councilmember Chuck Hutchinson nominated Councilmember Adam Smee as Mayor Pro Tem for 2012. Councilmember Bud Gish seconded the nomination. The nomination was approved unanimously.

B. Award Chemical Bids

Director of Public Works Carl McCrary explained the request for chemicals needed to operate both the water and sewer plants was advertised and specifications sent to different providers. The City received the bids back, and he recommends the low bidders be selected. Both of the vendors have provided services to the City in the past with good results. Councilmember Chuck Hutchinson made a motion the City Council award the 2012 chemical bids to the low bidders as follows: Diatomaceous earth (DE) at \$.494/ pound to Cascade Columbia Distribution and Sodium hypochlorite at \$2.67/gallon, Sodium hydroxide at \$4.735/Gallon and Sodium fluoride at \$.724/pound to Univar. Councilmember Don Purvis seconded, and the motion carried.

9. ORDINANCES & RESOLUTIONS

A. Ordinance No. 1284 – Adopt 2012 Budget & CFP

Ordinance No. 1284 was read by title - An Ordinance of the City of Kalama approving and adopting the budget for the City of Kalama for the calendar year 2012 in the amount of \$5,152,230.00 and the Capital Facilities Plan for years 2012 through 2017. Councilmember Bud Gish made the motion the City Council adopt Ordinance No. 1284 as read. Councilmember Adam Smee seconded, and the motion carried.

10. CORRESPONDENCE – None brought forward

- A. Transportation Improvement Board – Fourth Street Improvement**
- B. Transportation Improvement Board – Old Pacific Hwy Overlay**
- C. Williams Pipeline Letter**

11. MAYOR’S REPORT & COUNCILMEMBERS’ REPORTS

- A.** Mayor Pete Poulsen had no report.
- B.** Councilmember Adam Smee had no report.
- C.** Councilmember Dominic Ciancibelli had no report.

D. Councilmember Chuck Hutchinson had no report but noted that over years he has served on the Council he has seen great changes in the public’s perception of the City’s Police Department and Chief Gibson is a great addition. His time on the Council has been interesting.

E. Councilmember Donald Purvis wished everyone a Merry Christmas

F. Councilmember Bud Gish had no report. He noted he has enjoyed the time he has served the City both as Mayor and on the Council. The last two terms on the Council have been very gratifying. He thanked the citizens for allowing him to serve and closed with “God bless all of you and Merry Christmas”.

12. DEPARTMENT REPORTS

- A.** Director of Public Works Carl McCrary presented a written report.
- B.** Police Chief Randy Gibson presented the statistical report for the last two weeks. He noted that the work on revising the Police Department’s policy manual will be a

lengthy process with a completion date of mid-2012. He added that his department has taken some steps to better monitor the computer usage, as one shared computer had several viruses that had to be cleaned out.

C. Clerk/Treasurer Coni McMaster reported that the bills are higher due to the second half of the annual sewer loan payments. There will be some training available for the new councilmembers in January and February. Ms. McMaster noted that she appreciates all the things that Councilmembers Hutchinson and Gish have brought to the City; their support of all the City staff; and they will be missed by all. She wished everyone a Merry Christmas.

D. City Attorney Paul Brachvogel wished all a Merry Christmas.

13. CONSENT AGENDA

Councilmember Bud Gish made a motion the City Council approve the Consent Agenda including Claims Vouchers Totaling \$265,684.37, Payroll Vouchers Totaling \$48,174.45 and the City Council minutes of December 7, 2011. Councilmember Don Purvis seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 7:38 p.m. These minutes are not verbatim. A copy of the tape can be made available for listening.

Pete Poulsen - Mayor

Coni McMaster - Clerk/Treasurer