

**CITY OF KALAMA
CITY COUNCIL MEETING
JULY 5, 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 Mike Truesdell, Sandra Macias, 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 Acting Police Chief Steve Parker. City Attorney Sam Satterfield 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. Oath of Office – New Officer Caitlyn Neill

Mayor Poulsen introduced Kalama's newest and first female Police Officer Caitlyn Neill. Clerk/Treasurer Coni McMaster administered the oath of office to Officer Neill, after which her husband pinned on her new badge.

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS

Ms. Marrene Jenkins, 650 Taylor Road addressed the Council stating that she doesn't understand how the police site at the park was selected and how the adjoining property owners were not notified prior to the decision. She noted that she has reviewed the plans and there will be only 2 public parking spaces and one handicapped space with the rest for the staff. Access to the gazebo will not be convenient. She noted that it was addressed on facebook that the citizens didn't want the park to be used. She continued that she is not sure why other sites were not publicly discussed and feels like it was covertly done. Mayor Poulsen responded that is a little harsh. Ms. Jenkins continued that she doesn't understand why there isn't a better way to bring the citizens in on issues before the Council makes a decision. Why couldn't it be done by election. Mayor Poulsen stated that there will be a public meeting with designs and funding options presented in the near future. As far as the site selection, the Council is elected to make decisions for the public and they acted in the best interest of the citizens. It was a long process and involved the Police department including the late Chief Randy Gibson. He felt the park was a good location as it is flat, central to the areas the department services and out of the flood plain. Site selection is about how much it is going to cost and if the citizens want to pay more than the City could look elsewhere. The City owns the property and utilizing this will help to lessen the cost to the citizens. In the design, the number of parking spaces is believed to be adequate for the operations. The

current park monuments will be moved to the top near the gazebo. Mayor Poulsen noted that the Satellite building would have cost another \$500,000 plus just to purchase the property. Do the citizens want to take that cost on along with the \$2,000,000 it is projected to cost for just the construction? It is the role of the Council to make decisions. The Council doesn't hold these discussions on Social media but at public meetings where the public has a chance to voice their opinions. If the citizens don't show up to voice their opinions, the Council still has to make decisions. Ms. Jenkins stated she is just asking for more disclosure before decisions are made. It was explained that issues regarding real estate transactions are kept confidential as there are concerns with the effect on market rates and property values. The Council made the decision as their role in representing the needs of the community. Mayor Poulsen added that the City will need to educate the public on the needs as it moves forward with the ballot measure.

Clerk/Treasurer Coni McMaster explained that the meeting for the discussion on the Park was published including on facebook where it received lots of comments. The meeting was well attended, so the public was aware of the meeting and the discussion. The Council made a decision understanding that a site had to be selected to have the project move forward. Without a site, the design could not be completed nor an accurate cost estimate determined to put before the citizens. It helps to use this city owned property as no matter what the cost, the citizens are going to be paying the bill. The Police cannot remain in the inadequate space they are using, so time is also a factor. Councilmember Rosemary Siipola added that the park is a good location for access to the 5 miles of area the Department needs to cover from Kalama River Road to Todd Road. She added that it also keeps the limited available property in the downtown core available to be used for commerce and on the tax role. Councilmember Mike Truesdell noted that this keeps coming up even though a decision has been made. He isn't sure what more they can do to get the public involved. Clerk McMaster noted that an election to determine the site is not feasible as the timeline is important. Police need an adequate facility sooner rather than later. The site had to come first in order to get the funding on the ballot. Two elections would extend the timeline out at least another year.

Councilmember Mike Langham and City Attorney Sam Satterfield noted that real estate issues are kept private to avoid any possible appearance of collusion between property owners and the City depending on the results. The issue of eminent domain is not really an option as the City has other property available. Councilmember Sandra Marcias noted that since December of 2015 she has been keeping tabs on when a proper station will be provided by attending Council and Planning meetings. The meetings are regularly held, agendas are posted and it is posted on facebook. This was Chief Gibson's recommendation and it was made public shortly before his death. She fully supports where this has gone and the decision made prior to her being on the Council. Councilmember Langham noted that putting it back in the downtown would put it back in the flood plain. Ms. Jenkins asked if the flooding issues were not being addressed. Clerk McMaster noted that the storm sewer issues downtown are being addressed but they can't control Mother Nature as they have seen over the history of Kalama. Kalama citizen Jim Bain noted that the park would not be his choice, but he fully supports the process that was followed to decide on the site. Mayor Poulsen noted the City will be holding a meeting to look at the funding options later in the year.

7. UNFINISHED BUSINESS

A. Stone Forest – Final Plat Phase 2C

Superintendent of Public Works Kelly Rasmussen stated he completed a walk-through of the site and the construction meets the plans and specifications. City Administrator Adam Smeed presented the recommendations from the Planning Commission which noted that the final plat is in compliance with all the conditions of the preliminary plat. All bonding is in place and Gray and Osborne Engineers concur with the planner that the City can move forward with the filing of the final plat. The plat will require signatures from Mayor, Planning Commission Chairman and staff. Mayor Poulsen thank Mr. Cornell Rotschy for the work in developing a very nice project. Councilmember Mary Putka made a motion the City accept the final plat for Stone Forest Phase 2C and authorize the Mayor to sign. Councilmember Mike Langham seconded, and the motion carried.

8. NEW BUSINESS - None

9. ORDINANCES & RESOLUTIONS

A. Resolution 653 – Adopting 6-Year Transportation Improvement Plan

Resolution No. 653 was read by title: WHEREAS, pursuant to the requirements of R.C.W. 35.77.010, Laws of the State of Washington, the City of Kalama has prepared a revised and extended Six Year Transportation Improvement Program for the ensuing six calendar years, 2018 through 2023. Councilmember Rosemary Siipola made a motion the City adopt Resolution 653 adoption of the City's 6-year Transportation Improvement Plan. Councilmember Mike Langham seconded. City Attorney Sam Satterfield noted that the agenda listed the resolution as No. 563 and it was corrected in the motion to be 653. The motion carried.

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 Sandra Macias reported she met with Public Works Superintendent Kelly Rasmussen, and the City is putting in a lot of effort during the good weather to address the problems that occur during the winter months in the downtown area. Good news is that WSDOT has accepted and will be doing the clean-up of the ditches along the right-of-way of I-5. The work should be completed within the next 30 days. The City will provide traffic control during the work and there will be some traffic disruption during the process. Kelly is waiting for one more bid for the work to be done at Juniper Creek and for parts needed for the area behind the City Hall/Telephone Company. This should help with the drainage issues this winter in downtown.

D. Councilmember Mike Langham reported that the 911 Council will become its own entity and no longer attached to Longview. The options were to create its own entity,
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stay with Longview, or hire an outside agency to run it. This should result in new staffing and new processes, and hopefully better services. The new tax revenues will remain with the new entity. There is still a lot to be done before it becomes reality.

E. Councilmember Rosemary Siipola reported that the County has disbanded the Health and Human Services Board and will be reforming it. Those members that want to can reapply to service on the new Board. Rosemary recommended that the Council read the book "Dreamland" which is about the current opioid epidemic.

F. Councilmember Mary Putka requested everyone to attend the Library celebration.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee reported that new Chief Ralph Herrera is now in the area and will begin work soon. He continued that he ordered a new All-wheel drive, SUV police car as this was the last day to order under the state bid. Delivery will 90-120 days out and it will then have to be outfitted. This will help with the current concerns with one vehicle that is having transmission issues. Adam added that he received a 50% design drawings on the Police Station. The current plan is to have a special meeting on the 26th to deal with passing the necessary documents to put the ballot measure on the ballot for November. Having the design will to narrow the cost numbers so accurate number to go to the voters. It is an emergency issue that we get the police out of the substandard location at the Community Building. It is still 18 months before the building could even be ready. The whole process is not the way he would like to have this planned and presented but the City had to balance the needs of the department and had to expedite the process. Adam noted that the team working on the Economic Development plan will be conducting a workshop before the next Council meeting to provide the information that they have developed. It will be very interesting and informative as well as innovative discussion.

B. Superintendent of Public Works Kelly Rasmussen presented a written report. The crew helped to install a new pump motor at the Water Treatment Plant and he will have the old one rebuilt to have a spare. The rebuild would have taken longer and with the last two weeks of hot weather, the City's main reservoir was down below the regular levels necessary to meet the summer needs. He had the new pump expedited as he wanted to ensure had water for the needs of the community including fire flow. High volumes being needed require a second filter be on-line. The repair is costly but necessary. As previously noted, WSDOT will clean the ditch line at Oak Street overpass and Kingwood along I5 which creates issues that contribute to the water issues downtown. They will work to clean out as much as possible. Behind the library, telephone and old store buildings they have located the utilities which will create a challenge in fixing the storm water issues since they are scattered throughout the area. Groundskeeper Kim Sibley has been taking care of the roses which included dealing with an insect issue.

C. Acting Police Chief Steve Parker presented his statistical report covers the last month and is mostly normal stuff.

D. Clerk/Treasurer Coni McMaster presented the cash and investment activity report and will have a full mid-year report at the next meeting. There have been a lot of

unexpected issues this year that could have an effect on the budget, so the Council may see a few more budget amendments. The finance staff is extremely busy. The City will be requesting applications to fill the vacant position in the department in the next month.

E. City Attorney Sam Satterfield noted he is reviewing a few items including an issue regarding the Chilton annexation that was sent to the County but is not being processed in expeditious fashion.

13. CONSENT AGENDA

Councilmember Mary Putka made a motion the City Council approve the Consent Agenda including:

1. *Correction to Claim & Payroll warrants 37741-37770 and ACH/EFT transactions as previously approved on June 21 correcting the total amount from \$458,803.82 to \$392,259.68.*

Claim and Payroll Warrants 37771 through 37839 and electronic and ACH payments for June totaling \$217,493.26.

2. *Minutes of the June 21, 2017 City Council Meeting*


3. *Set a workshop for July 19, 2017 @ 6pm – Report on Outcomes of the Economic Development Plan.*

Councilmember Mike Langham seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

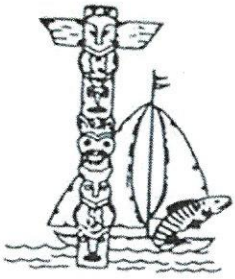
Mayor Poulsen adjourned the meeting at 7:56 p.m. These minutes are not verbatim. A copy of the recording for this meeting is available for review upon request.



Pete Poulsen - Mayor



Coni McMaster - Clerk/Treasurer



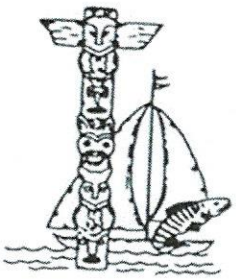
City of Kalama

320 N. First St.
Kalama, WA 98625



City Council Agenda July 5, 2017 @ 7 pm

1. OPENING - Mayor Pete Poulsen
 - A. Flag Salute
 - B. Roll Call
 - C. Changes to the Agenda
2. EXECUTIVE SESSION
3. PRESENTATIONS & AWARDS
 - A. Oath of Office – New Officer Caitlyn Neill
4. PUBLIC HEARINGS
 - A.
5. PUBLIC COMMENTS & CONCERNS
6. UNFINISHED BUSINESS
 - A. Stone Forest – Final Plat Phase 2C
7. NEW BUSINESS
 - A.
8. ORDINANCES & RESOLUTIONS
 - A. Resolution 563 – Adopting 6-Year Transportation Improvement Plan
9. CORRESPONDENCE
10. MAYOR & COUNCILMEMBER REPORTS
 - A. Mayor Pete Poulsen – Cow Co Tourism
 - B. Councilmember Mike Truesdell – Finance Committee
 - C. Councilmember Sandra Macias – 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

320 N. First St.
Kalama, WA 98625



City Council Agenda July 5, 2017 @ 7 pm

11. DEPARTMENT REPORTS

- A. City Administrator Adam Smee
- B. Superintendent of Public Works Kelly Rasmussen
- C. Police Department
- 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:

Correction to Claim & Payroll warrants 37741-37770 and ACH/EFT transactions as Previously approved on June 21 correcting the total amount from \$458,803.82 to \$392,259.68. (*Payroll was doubled inadvertently.*)

Claim & Payroll warrants 37771-37839 and ACH/EFT transactions for June in the amount of \$217,493.26.

B. Approval of Minutes of the June 21, 2017 City Council Meeting

C. Set a workshop for July 19, 2017 @ 6pm – Report on Outcomes of the Economic Development Plan.

13. EXECUTIVE SESSION

14. ADJOURNMENT

