

**CITY OF KALAMA
CITY COUNCIL MEETING
SEPTEMBER 20, 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, 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 Ralph Herrera. 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 - None

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS

Ms. Lynn Hughes, 109 Stepping Stone announced that the Proposition 1 website has been launched. Included on the website is information on where and how contributions can be made.

Ms. Marrene Jenkins, Taylor Road resident, provided the City with a copy of minutes from the community meeting she hosted on September 12, 2017 including the sign in sheet. She asked when and where the Town Hall hosted by the City will be. The Town Hall is scheduled for October 11 at 6pm in the Community Building, 216 Elm Street. She asked if any thought was given for doing it at the school as the parking lot is flat. Ms. Jenkins noted that there have been lots of comments and information on facebook about the space currently occupied by the police being inadequate, which is not their fault. It was an act of nature that put them there and decisions of the elected officials have left them there. She suggested that the City should move them to the Library building as a temporary space and allow the council to use the community building to improve the space.

7. UNFINISHED BUSINESS - None

8. NEW BUSINESS – None

9. ORDINANCES & RESOLUTIONS

A. Ordinance No.1389 - 2017 Budget Amendment

Ordinance No. 1389 was read by Title: An Ordinance of the City of Kalama, Washington amending the 2017 Budget to account for increasing the Budget in the amount of \$267,000.00.

Clerk/Treasurer Coni McMaster explained that the majority of the increase is due to the increase in water and sewer connection fees received which then have to be transferred to the water and sewer reserve funds, creating an expense. Also included is \$25000 in streets for the stormwater improvements that have been completed in the downtown area and the \$20,000 for the new heating/cooling system at this building. Councilmember Rosemary Siipola made a motion the City Council adopt Ordinance No. 1389 amending the budget as read. Councilmember Mike Langham seconded. City Administrator Adam Smee noted that the hookup fees are from all the new homes coming on line. The motion carried.

B. Resolution No. 656 – Telecom Consent Resolution

Clerk/Treasurer Coni McMaster read the full recitals of the resolution:

WHEREAS, Astound Broadband, LLC a Washington limited liability company d/b/a Wave (“Franchisee”) currently holds a franchise (the “Franchise”) granted by the City of Kalama (the “Community”) to own and operate a telecommunications system in the Community; and

WHEREAS, Franchisee is a wholly-owned subsidiary of WaveDivision Holdings, LLC, a Delaware limited liability company (“WDH”); and

WHEREAS, on May 18, 2017, Radiate HoldCo, LLC, a Delaware limited liability company controlled by Radiate Holdings, L.P. (“Radiate Parent”), WDH, and Wave Holdco, LLC, a Delaware limited liability company (“Wave Holdco”), the ultimate parent of WDH, entered into a definitive securities purchase agreement for Radiate Holdco, LLC to acquire Wave Holdco from its current owners (the “Transaction”); and

WHEREAS, Radiate Parent and Wave Holdco have filed FCC Form 394 with the Community and have provided the Community with all information regarding the Transaction required by applicable law (collectively, the “Application”); and

WHEREAS, the Community has reviewed the Application and has determined that (i) Radiate Parent meets the legal, technical, and financial criteria to become the owner of Wave Holdco and the indirect owner of Franchisee, and (ii) the Transaction is in the best interests of the Community.

She explained that this resolution approves a change in ownership of the franchise agreement only and has been reviewed by the Attorney. The change is automatic after 120 days under the agreement and this gives approval prior to that. Councilmember Rosemary Siipola made a motion the Council adopt Resolution No. 656 as read. Councilmember Mike Langham seconded the motion. Mr. John Flynn asked if the company provides services within the City. Ms. McMaster explained they do provide fiber connections in the city including

for the police department. 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 Kelly discussing the Robb Road waterline construction project from Todd and Robb Roads to Tidewater Drive on the east side of the freeway which provide better services for the community. Once completed the City will have a fully looped system on this end of town including better pressure that will provide fire flow for that entire area including the grain elevator. The project will also take care of the dead end line which requires frequent flushing and testing to be sure the water sitting at the end of the line doesn't become contaminated. The project will continue until mid-October. Information has been posted on Facebook to get the word out to the community

D. Councilmember Mike Langham reported that review of the interlocal 911 agreement continues along with review of the draft 2018-2019 budget for 911. He added that the new standalone agency will not be on line until 2019 at the earliest.

E. Councilmember Rosemary Siipola reported that a new Daycare will be coming to town that will take toddlers which will fill a need in the community. It will be at the north end of town just north of the Post Office. Councilmember Siipola added later that there will be an online charity event that Envision Kalama is participating in. It's a 24-hour event beginning tomorrow and all the Envision proceeds will be going toward the library furnishings still needed.

F. Councilmember Mary Putka was absent.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee reported the Finance staff is doing interviews for the vacant position and beginning work on the budget. There is an item not included in the budget amendment tonight that will be presented to the Council which is the additional stormwater work needed in the downtown area. The next piece to be addressed is the area behind the buildings including the Library and feed store. There are some feasibility issues in getting this done due to utility conflicts within this area before the winter rains set in. This week's downpours noted some catch basin issues on the street that are draining into the area behind the Library and compounding the problem of the undersized lines. A plan to address this involves cutting the street and making two lateral cross connections to send the water into the larger systems pipes and lessen the flow to the restricted areas. Currently there are no street funds available, so looking at how to fund the necessary improvements. Street funding is at \$40,000 and the City needs to have carryover into 2018 to address regular expenditures and the winter weather impacts The Council will probably see a proposal for an interfund loan from sewer or water to cover this expense in streets. Councilmember Sandra

Macias noted that this is the 3rd area Public Works has been being looking at. During the week's rain the 2 areas previously fixed did work as they should. Superintendent of Public Works Kelly Rasmussen noted that he has found some materials already on hand for the job, but will need to hire for saw and street work,.

B. Superintendent of Public Works Kelly Rasmussen presented a written report. He spoke with engineers at G&O about the Robb Road project and the contractor will be off for a couple days. They will be chlorinating the water lines early next week and testing the lines to be sure the lines are clean. Then they will tie in next Thursday and pave in early October. His department worked with WSDOT last week to vactor out the lines on West Frontage, Kingwood crossing, pipes behind the Remax building which collects from the Post Office, plus other lines on the east side of the freeway at Kingwood and the north end of town. The crew has been working on water leaks, including the one at the front of Stone Forest which they are having issues in locating a leak there. They will be investigating further to determine if it is city water, but it doesn't test as having chlorine or fluoride in it. The crew also made improvements to the system while helping a commercial property owner correct some installation issues at the property line. Superintendent Rasmussen informed the Council that working with Councilmember Macias they have put out information on the Call before you dig/811 program on facebook. This system provides protection for you and the utilities. It only takes a phone call and can be done online. He addressed the third phase of the Robb WL loop which will finish out the loop. This is on the east side, parallel to Tidewater and will loop to the south port line. The design is not quite ready in order to add it as a change order to phase 2. This whole project has long been desired by the City and now Kalama is growing enough to be able to do this. Ms. Marrene Jenkins asked that when a development is made, do we plan for settling ponds for stormwater. Superintendent Rasmussen explained that yes, it is part of the subdivision process and includes following all the necessary guidelines of state agencies and City standards. There are manuals from DOE and our engineers review the rules and compliance issues as they change. The City is sensitive to stormwater issues being built on a hillside. Ms. Jenkins asked where the pond for the River Watch development is. River Watch utilizes an old abandoned water reservoir. City Administrator Adam Smee noted that state stormwater regulations and permitting become mandatory at a population of 5000. This means the City has to address rainwater and compliance when it comes down to discharge into the rivers such as the China Creek ditch. These compliance issues drive up costs to developers and in the end to the home buyers. The City has a few years to work on it unless the State decides to lower the population limits. There are new processes for LID where rain and stormwater all goes on to your property, but this doesn't always work on Kalama hillsides.

C. Police Chief Ralph Herrera presented his statistical report. He noted he enjoyed his training and also heard good things about officer Katy Neill while at the academy. She will be a great asset when she graduates. He noted the 107 calls for service with 12 calls requiring reports for routine items. He informed the Council the Department participated in an evacuation drill and hats off to the School personnel for a job done well. They did offer some suggestions for improvements which includes reunification education for the entire community. Emergency services here don't have the resources to control all the sites so there is a need for the community, parents and citizens to understand what reunification means and what needs to happen to avoid confusion and problems. Chief Herrera warned everyone there would be a DUI patrol county wide this weekend. He invited everyone to

Coffee with a Cop on October 4th which is a national event on this date. It will be at Kalama Koffee from 8am to 10am and there will be a covered area hopefully. This is an opportunity to get to know the officers and not only the Chief. He is planning to hold more in the future.

D. Clerk/Treasurer Coni McMaster reported the interviews to fill the position in the Finance are going well as they have found good candidates. There are 3 more interviews tomorrow. The budget has been given to the Department Heads for input and that work is continuing. There will be a public hearing on the next agenda for a request for an extension of the preliminary plat approvals for Waters Walk IV and Columbia Pointe, both of which have been extended 2 or 3 times already. The agreement with Michele Pellock for the help with the Parks and Rec planning was reviewed by the attorney and has been signed. There are already events being set up including a paint night for next Wednesday night. The office is busy with business as usual.

E. City Attorney Sam Satterfield had no report.

13. CONSENT AGENDA

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

Claim and Payroll warrants 38094-38149 and ACH/EFT transactions for September totaling \$177,800.93; and

Approval of Minutes of the September 6, 2017 City Council Meeting

Councilmember Mike Langham seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 7:54 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