

# City of Kalama

320 N. First St.  
Kalama, WA 98625



## City Council Agenda September 20, 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

4. PUBLIC HEARINGS

A.

5. PUBLIC COMMENTS & CONCERNS

6. UNFINISHED BUSINESS

A.

7. NEW BUSINESS

A.

8. ORDINANCES & RESOLUTIONS

- A. Ordinance No.1389 - 2017 Budget Amendment

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.

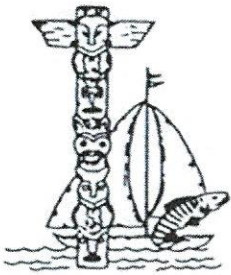
- B. Resolution No. 656 – Telecom Consent Resolution

9. CORRESPONDENCE

- A. Thank you from the Untouchables Car Club

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



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- 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

### 11. DEPARTMENT REPORTS

- A. City Administrator Adam Smee
- B. Superintendent of Public Works Kelly Rasmussen
- C. Police Chief Ralph Herrera
- D. Clerk/Treasurer Coni McMaster
- E. City Attorney Sam Satterfield

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

- A. Approved for payment are:

Claim and Payroll warrants 38094-38148 and ACH/EFT transactions for September totaling \$162,800.93

- B. Approval of Minutes of the September 6, 2017 City Council Meeting

- C.

### 13. EXECUTIVE SESSION

### 14. ADJOURNMENT

# CITY OF KALAMA

# SIGN - IN SHEET

MEETING City Council Meeting DATE September 20, 2017

Name	Address	Phone/Email	Do you wish to Speak?	Subject
LYNN LUKHES	109 555	673-5454	YES	PROP 1
John Teresa Flynn	PO BOX 1813	673-3646		
Susan Dennis-Lewis		360-270-8879	?	
Marrene Jenkins	Taylor Rd		yes	Police Station ✓
Ron MAPPERRA	5400 Meekers	206 327 5300	No	
Tom Metz	Box 61		?	

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.



**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**

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



Coffee with a Cop on October 4<sup>th</sup> 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

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Coni McMaster - Clerk/Treasurer