

**CITY OF KALAMA
CITY COUNCIL MEETING
MAY 2, 2012**

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, Mike Dennis Langham, Don Purvis, and Mary Putka. City staff present were Director of Public Works Carl McCrary, Clerk/Treasurer Coni McMaster, and Police Chief Randy Gibson. City Planner Matt Hermen and City Attorney Paul Brachvogel were also in attendance. 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. Mental Health Awareness Month - Proclamation

Mayor Pete Poulsen read the proclamation naming May as Mental Health Awareness Month in Kalama. Eric Yakovich, representing the county mental health organizations, thanked the Mayor and Council for the proclamation.

5. PUBLIC HEARINGS

A. Port of Kalama-Substantial Shoreline Permit Application

Mayor Poulsen opened the hearing on the Port of Kalama's application. City Planner Matt Hermen explained the application is to re-develop the property at 110 Marine Drive that used to be the old Pyramid Ales site into a new office building/interpretative center in phase one and adding a hotel/restaurant in phase two. The application has been reviewed by the staff and regulatory agencies. Comments were received from Department of Ecology and the Cowlitz Tribes, which have been incorporated into the conditions included in the recommendation of approval. The application includes a shoreline conditional use permit as the building will be over 35 feet in height. The permit will go to Department of Ecology for final approval if the Council approves the permit. Mr. Hermen read the 23 conditions from the staff report into the record. Councilmember Dominic Ciancibelli made a motion the City Council approve the Substantial Shoreline Permit application for the Port of Kalama. Councilmember Adam Smee seconded. There was some discussion on whether the permit could be extended beyond the 5-year limit and the timeline for construction. There could be an extension of the permit. The timeline for phase one would be to go to bid in May/June of this year with construction beginning in August. The motion

carried.

6. PUBLIC COMMENTS/CONCERNS

Ms. Cheryl Purvis of 756 Taylor Road addressed the Council regarding the newspaper article on the City hiring of a city administrator position. She noted that she understands how important and how difficult it is to manage an entity as she is the administrator of 375 employees and a \$52 million dollar budget. She stated that she believed it would be a more open and transparent process if the City were to develop a job description, advertise, interview and then hire, rather than just a specific individual. This would minimize any appearance of unfairness and eliminate questions. She added that in looking at the position and needs of the City, she hopes the City will use the public funds wisely. There is currently a stable staff with a lot of longevity which is an advantage for the public works department. Mayor Poulsen noted that she has very valid concerns. The proposal is not for a full-time administrator. The position would be a Public Works Director/Administrator with at least 75% of the duties being public works related. The administrator portion was always intended to be limited. The retreat held on Sunday was to discuss the possibility of adding an administrative position. Having a full-time administrator has been one of his goals since he came on the Council, and this was an opportune time with the retirement of current Director Carl McCrary at the end of the year. The article has drawn a lot of attention to the issue, while the development of the position has not yet been completed. Mayor Poulsen explained that the person he is considering, Councilmember Adam Smee, is very dedicated to the community and qualified to do the job. He understands, after receiving a lot of feedback from the article, that a more public process to hire the position may be necessary. He may reconsider the hiring process. Nothing has yet been finalized in spite of what the article may lead the public to believe. Councilmember Adam Smee noted that is difficult for the Council to discuss ideas as a group, due to the public meeting requirements. The ideas may not yet be ready to present to the public, but rather be in the preliminary stages of development, which is the case here. Mayor Poulsen noted he will listen to all input, and comments are appreciated. There is still a ways to go before implementation.

Mr. Jim Bain of 308 N. Second Street stated he attended the retreat where the development of the Public Works Director/Administrator position was discussed. The article makes it sound like the focus was that Adam would be hired for the position, but that wasn't the case. The Mayor noted toward the end of the presentation that he believes he has the right person for the job which would be Adam Smee. Mr. Bain noted he supports the professional administrator for the City and always has. He added that all the department heads serve at the discretion of the Mayor, so he can hire as he wishes. There are not laws requiring a position be posted. Councilmember Dominic Ciancibelli noted the Council will follow the laws. He asked what could have been done differently. City Attorney Paul Brachvogel stated they did nothing wrong.

Clerk/Treasurer Coni McMaster noted that many other entities hold retreats at locations away from the jurisdiction which often keeps the public and the press from attending. This Council chose not to do so due to costs that it would have incurred, so the press did attend leading to the article being published prior to the Mayor and Council having all the planning completed. Mayor Poulsen noted that one of his reasons for wanting to hire Councilmember Smee is that he looks for local assets rather than drawing from outside the area. He hopes that when the plan is complete, no matter the process, the employees and community will support it.

Ms. Tina Day of the Kalama Safe Communities Coalition addressed the Council wanting to thank them for their support for the draw the line campaign. The Coalition received great support from the business community. Ms. Day noted in reference to the earlier comments that she has great trust in the Mayor and Council. If people have concerns regarding changes then she would tell them to get involved and attend the Council meetings. It doesn't help to complain if you are not willing to get invested into the process.

7. UNFINISHED BUSINESS

A. Fourth Street Reconstruction Project - Authorization To Go To Bid

Director of Public Works Carl McCrary noted that prior to the meeting tonight, an open house was held to review the updated draft of the plans for the Fourth Street project. Several of the neighbors showed up expressing positive feedback. There will be a few minor changes, and the plans will be ready to put out to bid. Mr. Chuck Harper of HHPR, the engineers designing the project, noted that the plans are 90% complete and look to be within the funding limits of the TIB grant. They started the SEPA process and hope to put it out to bid around May 17th and open the bids on June 4th. Construction could begin as early as the end of June. It is intended the work be completed by the second week in September. Mayor Poulsen asked if they had discussed the issues with the School. Mr. McCrary noted that he has talked with School Superintendent Sutton. They are being very cooperative and are excited by the project. Councilmember Dominic Ciancibelli made a motion the City Council authorize HHPR to call for bids for the Fourth Street Reconstruction Project, contingent upon TIB approval, the completion of the SEPA comment period and available funding that matches the HHPR estimate. Councilmember Don Purvis seconded, and the motion carried.

8. NEW BUSINESS

A. Planning Commission - Request for Direction

Clerk/Treasurer Coni McMaster asked the Council on behalf of the Planning Commission what the Council felt the Commission should be focused on. They are currently looking at finding funding possibilities for businesses downtown to be able to use to improve

the buildings under the new design regulations. There are some issues that have come up regarding the sign code that need to be addressed. The marijuana issues are covered by the current moratorium, but some future action will be required. Councilmember Dominic Ciancibelli noted that Commissioner Phil Fortuna is currently contacting legislators to discuss what kinds of funding may be available for business owners. Ms. Ann Foster, asked why the Council was talking about marijuana, since it is illegal? It was explained that current state laws are in conflict with federal laws, and the City has had applications and inquiries for dispensaries and gardens, so they have placed a moratorium on the activities. The City will have to decide how to proceed for the long term. The Council requested the Planning Commission do a review of the sign code as a first priority. Ms. Paloma Grant asked if they could have the two big billboards removed. It was explained that these are grandfathered in under the code in place when they were built, and they are on private property.

9. ORDINANCES & RESOLUTIONS - None

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen reported the work on the Blues Festival is proceeding. He is looking for volunteers to help with the event. There was also discussion of the County Tourism Board opening and what they do to promote the entire county.

B. Councilmember Adam Smee reported he had attended the Chamber meeting and the COG Board meeting.

C. Councilmember Dominic Ciancibelli reported he had met with Carl where they discussed the recent L&I audit. The verbal report given at the inspection was very favorable, but the final written report received was more negative. Carl had contacted the Director of the Department of Labor and Industries regarding this. They indicated that they would relook at their template for the report. Councilmember Ciancibelli noted that Carl is on top of all the safety issues for his department. Mayor Poulsen noted that this inspection is voluntary and non-enforcement in nature.

D. Councilmember Mike Langham reported that negotiations with the Guild have continued and should be close to completion.

E. Councilmember Donald Purvis had no report.

F. Councilmember Mary Putka reported the Library is very busy.

12. DEPARTMENT REPORTS

A. Director of Public Works Carl McCrary presented a written report. He

encouraged everyone to come down and participate in the Spring Clean Up on Saturday.

B. Police Chief Randy Gibson provided his statistical report. He noted it has been a busy two weeks.

C. Clerk/Treasurer Coni McMaster reported she is nearly done with the annual report. The issues with the utility software have been worked out, so that is running smoothly. Ms. McMaster also noted that she had participated in a telephone conference concerning the legislative actions regarding liquor taxes. It appears the City will lose money this year and next, but by 2014 the level of revenue should be the same as 2011.

D. City Attorney Paul Brachvogel had no report. He noted for the record that there are no legal requirements for the City to advertise for an open position.

13. CONSENT AGENDA

Councilmember Mary Putka made a motion the City Council approve the Consent Agenda including Claims Vouchers totaling \$69,735.67, Payroll Vouchers totaling \$71,171.92 and the City Council minutes of April 18, 2012. Councilmember Don Purvis seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 8:25 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