

**CITY OF KALAMA
CITY COUNCIL MEETING
JUNE 6, 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. 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

A. Six-Year Transportation Improvement Plan

Mayor Pete Poulsen opened the public hearing on the City's Six-Year Transportation Improvement Plan. Director of Public Works Carl McCrary presented an overview of the plan. There are no funded projects listed on the plan. Unfunded projects listed are Meeker Drive rehab from Nectarine to 5500 Block, China Garden overlay, Downtown Streets overlay, Elm Street overlay, West Frontage overlay, guardrail replacements, Kingwood catch basin, Elm Street Sidewalk between First and Second Streets, and various other street repairs as dictated by safety. There was some discussion on how to fund these in the future. The City will need build up the street reserves for matching funds to apply for future grants. Carl noted that when the first capital facilities plan was adopted in 1989 there were over 40 projects and the City has completed most of those over the years by just keeping at them. There were no public comments. The hearing was closed at 7:08 pm.

6. PUBLIC COMMENTS/CONCERNS

Mr. Jim Bain complimented the work done as an Eagle Scout project at Toteff Park. This is a good improvement, and he hoped a letter of appreciation had been sent to the individuals involved.

7. UNFINISHED BUSINESS

A. Reschedule July 4, 2012 Council meeting

The first meeting in July will be held on July 2, 2012 at 5:30 pm to only take care of

any urgent items and approve bills for payment due to the Independence Day holiday on the first Wednesday of July.

B. Award the Bid for the 4th Street Reconstruction Project

Director of Public Works Carl McCrary presented the bid results to the Council. He noted that he has some concerns with the contractor that submitted the low bid. Keystone Contracting is a general contractor, but most of their experience is in asbestos removal. Engineer Chuck Harper of HHPR, Inc stated he has spoken with the contractor who is working in partnership with another contractor, Brookhart Excavating, Brookhart will have the superintendant on the job. Mr. Harper explained that he contacted references for both contractors, receiving good reviews from the cities of Longview and Kelso. He is recommending awarding the contract to Keystone. Carl explained that the bid has come in less than the original estimate, so he supports awarding the bid. Councilmember Dominic Ciancibelli addressed concerns with the change orders. Mayor Poulsen pointed out that the bid and the funding limit are very close, so any major changes could stress the street budget. Councilmember Adam Smee asked about the engineers having changed the original estimate from what was presented at the time the bid was put out. Mr. Harper explained that the original estimate was based on bid summaries they had at that time. Since the new bids on other projects had been opened which indicated an increase in unit prices, so they felt they should inform the Council the bid could be in a higher range. It was asked if the change orders would be covered by the TIB grant. TIB policy is to cover change orders at the same as the grant, and past practice shows they do this if the change orders are justified. Mr. Harper indicated that the references for the contractor indicated that they do not “chase” change orders. Councilmember Don Purvis asked how long does approval of the change orders take? TIB has been very responsive to all requests and needs for approval. Carl pointed out that the bid for the sewer project was lower than the estimate, so that would save the City about \$8000 in sewer reserve funds. Mayor Poulsen stated that he doesn’t want to see the reserves completely depleted should this job run over, so he has some reservations. Councilmember Mary Putka asked if it is critical that the project be done now. It was explained that the funding is good through 2013, so it wasn’t critical. It was pointed out that this is a good bid and as the economy improves, cost will only escalate, so delaying could cost the City more. There was a question of available staff time. Clerk/Treasurer explained that with both the Military Road and Elm Street projects finishing up, there shouldn’t be an issue. Carl stated he is excited to see this done. It is a good bid, and he believes there are ways to cover any contingency, including interfund loans, since the City’s share would only be 5%. The cost is \$30,000 on a \$600,000 project. It was noted that TIB has approved the project to be awarded. Councilmember Dominic Ciancibelli made a motion the City Council award the contract for the Fourth Street Reconstruction Project and authorize the Mayor to sign the contract with Keystone Contracting in the amount of \$720,361.21. Councilmember Adam Smee seconded, and the motion carried.

C. Appointment of Andrea Taylor to Cowlitz Housing First Coalition and Regional Housing Advisory Committee

Mayor Poulsen explained that Sheila Thomas had resigned from this position a few months ago. He approached Andrea Taylor to fill it, and she agreed. She has already

attended several meetings. The appointment needs to be formally approved by the Council. Councilmember Don Purvis made a motion the City Council confirm the Mayor's appointment of Andrea Taylor to the Cowlitz Housing First Coalition and Regional Housing Advisory Committee. Councilmember Mary Putka seconded, and the motion carried.

8. NEW BUSINESS

A. Authorize Replacement of RSG Waterline

Mayor Poulsen noted this project needs to be done. The City has written a letter to the Port of Kalama requesting a contribution towards the project, since it substantially improves services to their property including fire protection. Director of Public Works Carl McCrary noted that once RSG is ready to get started, the City will order the parts to work along side the RSG contractor. The storm water project for RSG has to be completed by this fall. Councilmember Adam Smee made a motion the City Council authorize the Department of Public Works to construct a new City waterline in conjunction with RSG Forest Products for a cost of not to exceed \$60,000. Councilmember Don Purvis seconded, and the motion carried.

9. ORDINANCES & RESOLUTIONS - None

A. Ordinance No. 1289 Budget Amendment

Ordinance No. 1289 was read by title - An Ordinance of the City of Kalama, Washington amending the 2012 Budget to account for the unanticipated revenues and expenditures for parks and recreation programs, paying off a police vehicle, purchasing a new police vehicle, and replacing a section of waterline at RSG, increasing the budget in the amount of \$143,750.00. Clerk/Treasurer Coni McMaster explained this ordinance includes an interfund loan for the new police car in lieu of using outside financing. Chief Randy Gibson explained to the Council about the accident that totaled the oldest car in their fleet. The City's insurance paid off at \$20,600 plus. He assured the Council that he is being fiscally responsible in purchasing a new vehicle. The new car will not be the expensive SUV, but a Ford Interceptor. He has also found cost savings for equipping and painting the new vehicle versus what was spent in the past. Mr. Jim Dickey noted that he had donated the Jeep to the Police Department for use and wondered why that couldn't be converted. It was explained that it has had some equipment added to it and is being utilized as an administrative police vehicle. The vehicle cannot be equipped to handle the transport of prisoners and a few other things which limits the use, but it is and has been a benefit to the City. Ms. McMaster noted that with the insurance payoff, the City is paying off the current police car loan which is at 6.5%. The new vehicle will require some added financing which she is recommending be done internally. With interest rates on the monies held in reserves so low at .1443%, and the best interest rate the City could find to finance the vehicle at 4.5%, it would be best to loan ourselves the money. She is recommending 1% over a 4 year loan. There was discussion that the Council could set the rate as low as the .1443%, but since it is hoped that interest rates would increase in the next few years, the rate of 1% would be reasonable. Chief Gibson noted that delivery would be in September. Councilmember Adam Smee made a motion the Council adopt Ordinance No. 1289 as read. Councilmember

Dominic Ciancibelli seconded, and the motion carried.

B. Resolution No. 575 Adoption of the 6-year Transportation Improvement Plan

Resolution No. 575 was read by title. Councilmember Don Purvis made a motion the Council adopt Resolution No. 575 as read. Councilmember Dominic Ciancibelli seconded, and the motion carried.

C. Resolution No. 576 – Cancel Warrants Not Presented for Payment

Resolution No. 576 was read by title. It was noted the cancel warrant was for the amount of \$5.00. Councilmember Dominic Ciancibelli made a motion the Council adopt Resolution No. 576 as read. Councilmember Mary Putka seconded and the motion carried.

10. CORRESPONDENCE

A. TIB – N. 4th Street Project Bid Authorization Letter

B. Dept. of Ecology – Kalama to Receive 2011 Wastewater Treatment Plant Outstanding Performance Award

Mayor Poulsen asked Director of Public Works Carl McCrary to comment. Carl noted that the City has two great plant operators. Rich Smith has also worked to computerize the plant records. Since the new plant went on line in 2006 there has only been one year the plant did not maintain 100% compliance.

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen reported work on the Blues Festival continues with the biggest issue currently being the beer garden.

B. Councilmember Adam Smee reported he completed the elected official's review of the annual report.

C. Councilmember Dominic Ciancibelli reported the committee had met and discussed the Military Road Project, the Elm Street underpass work, RSG waterline replacement, the Fourth Street bids, and the consumer confidence reports. He also noted that the City will face replacement of fittings under a new federal law by 2014; switching from metal to composite in order to meet low lead requirements. Councilmember Ciancibelli noted the minutes of the Planning Commission indicate they are working on revisions to the sign code. Mayor Poulsen noted he has scheduled a joint workshop with the Planning Commission for June 20, 2012 at 6pm. He is thinking the Council should meet with the Commission a couple of times a year.

D. Councilmember Mike Langham reported the City has received notice from the Police Guild regarding mediation of the contract.

E. Councilmember Donald Purvis reported he attended the Kalama Safe Communities Coalition and Health Advisory Board meetings. The Health Department is working on a program for teen parents to help support their continuing education. The program would organize all the agencies that can help together.

F. Councilmember Mary Putka reported the Chamber will be holding the Sturgeon Derby on June 23rd and the All City Garage Sale on July 20-21. She reported the Library is focused on the summer reading program. There will also be another Read Kalama event in the fall.

12. DEPARTMENT REPORTS

A. Director of Public Works Carl McCrary presented a written report. He noted that many years ago the City took the initiative to move the center line on Military Road. Over the years they required pathways, trails, and sidewalks leading to or on Military Road. Now with the completion of the Military Road Sidewalk project, these are all connected, and it is safe walking from areas south up to the school and into town. The contractor moved out today. There is one change order on the project for the rock which is about \$10,000. The project has still come in under the projected estimate. The contractor, Catworks LLC, was great to work with and efficient. Mayor Poulsen noted that during most projects he hears all kinds of complaints and gets calls at home. He was hardly aware that this project was even going on. Councilmember Don Purvis noted that the City has worked to enhance walking trails and paths through the City.

B. Police Chief Randy Gibson presented a statistical report. He noted that he applied for two AWC Loss Control Grants (in competition with Carl and Coni), for equipment to help to end pursuits. These would be spike strips which have been designed to be safe and efficient in slowing down and stopping fleeing vehicles. Chief Gibson added that the National Night Out event will be on August 7 from 6 – 9 pm. Flyers will be going out in July. The City is also addressing a couple of properties regarding nuisance abatement and will be pursuing enforcement measures.

C. Clerk/Treasurer Coni McMaster presented the May Treasurer's report noting that sales tax is steady at this time. Also the City has received higher excise tax revenues than estimated. This may be good signs of improvement in the economy. The City also received two new home permits. The Parks and Recreation programs are progressing with hopes of a fall schedule being ready. She also noted that her AWC grant application is for a security system for the Library and City Hall.

D. City Attorney Paul Brachvogel had no report.

13. CONSENT AGENDA

Councilmember Mary Putka made a motion the City Council approve the Consent Agenda including Claims Vouchers totaling \$95,666.72, Payroll Vouchers totaling \$72,704.25 and the City Council minutes of May 16, 2012. Councilmember Don Purvis seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 8:42 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