

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

1. OPENING

Mayor Pete Poulsen opened the City Council meeting at 5:34 p.m. Meeting day and time was changed due to the July 4th Holiday. Mayor Poulsen led those present in the Pledge of Allegiance.

Councilmembers present were Adam Smee, Mike Dennis Langham, and Don Purvis. Councilmembers Dominic Ciancibelli and Mary Putka were absent. City staff present were Director of Public Works Carl McCrary, Clerk/Treasurer Coni McMaster, and Police Chief Randy Gibson. City Attorney Paul Brachvogel was 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

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS - None

7. UNFINISHED BUSINESS

A. Military Road Improvement Project - Change Order

Director of Public Works Carl McCrary explained this change order is for the rock encountered during construction. The project is completed, so no further changes will be submitted. This is 9.6% of the original project costs and will be covered under the TIB funding. The City's share will be 10%. Councilmember Adam Smee made a motion the City Council authorizes the Mayor to sign Change Order #1 for \$15,951.60 and that the City Council authorizes payment bringing the total of the Military-Cloverdale Road Pedestrian Improvement Project construction costs to the amount of \$181,119.10. Councilmember Mike Langham seconded, and the motion carried.

8. NEW BUSINESS - None

9. ORDINANCES & RESOLUTIONS - None

10. CORRESPONDENCE

A. Chamber Letter - Kalama Fair Parade

It was noted that both the Police and Public Works would work with the Chamber to ensure a safe parade.

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

- A.** Mayor Pete Poulsen reported the Blues Festival is proceeding.
- B.** Councilmember Adam Smee reported he had met with Clerk/Treasurer Coni McMaster and discussed setting up a monthly bill payment structure. Also discussed is the Finance Department's need for a major upgrade of their computer systems, which will be brought to the Council in the near future or during the upcoming 2013 budget discussions.
- C.** Councilmember Dominic Ciancibelli was absent.
- D.** Councilmember Mike Langham reported the City had met with the Guild on the contract which is nearing settlement.
- E.** Councilmember Donald Purvis reported he attended the COG board meeting where there was a GIS presentation. The County's GIS system is being used to address many issues related to building and planning and is being looked at to aid the 911 system as well.
- F.** Councilmember Mary Putka was absent.

12. DEPARTMENT REPORTS

- A.** Director of Public Works Carl McCrary presented a written report. He noted that the crew had completed the crack sealing on Old Highway 99 plus were able to do some additional areas on Elm Street and up on Fifth Street. Carl noted there have been a couple of sewer hookups, plus he has received several calls about water hookups, so maybe development is beginning again. Councilmember Don Purvis noted that the crack sealing was an improvement on the roads.
- B.** Police Chief Randy Gibson presented a statistical report. He noted he will be out on Wednesday evening in support of the on duty officer to address any fireworks issues. The National Night Out event is set to go and should be a good event. Chief Gibson informed the Council that due to the cost of the upgrades required to the Department's in-car computers to connect to the County's new CAD system, they will not be able to connect in until next year. The cost of \$2700 is not in the budget for 2012, nor was it disclosed at the beginning of the upgrade project.
- C.** Clerk/Treasurer Coni McMaster presented the June Treasurer's report noting she would have the quarterly details at the next meeting. She reported she has been looking at the options available for the City to offer on-line bill payments to customers. A simple survey with limited results indicates that many are interested in making payments on line, but half do not want to pay for it. All the plans will cost something. One would not be a charge to the City, but a convenience fee charged directly to the customer at the time of payment. All the fees are based on percentages of the amount paid, anywhere from 3% and up. Coni explained that she can set this up without cost to the City, but is not sure how many would use it due to the fees. If the City were to take on the process without a convenience fee, then the fee would eventually get incorporated into the utility fee structure and passed on to the

consumer, just like in all other businesses. Coni noted her department is working on cross training all systems. She is also working on several different code updates that she will be bringing to the Council in the near future and a newsletter to go out at the end of the month.

D. City Attorney Paul Brachvogel had no report.

13. CONSENT AGENDA

Councilmember Don Purvis made a motion the City Council approve the Consent Agenda including Claims Vouchers totaling \$98,135.63, Payroll Vouchers totaling \$71,481.00, the City Council minutes of June 20, 2012 and the minutes of the joint City Council/Planning Commission workshop. Councilmember Adam Smee seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 5:58 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