

**CITY OF KALAMA
CITY COUNCIL MEETING
SEPTEMBER 19, 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 Dominic Ciancibelli, Mike Dennis Langham, Don Purvis, and Mary Putka. City staff present were City Administrator Adam Smee, 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

Confirmation of the City Administrator position was added under New Business

4. PRESENTATIONS & AWARDS - None

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS - None

7. UNFINISHED BUSINESS

A. Fourth Street Project - Report on Change Orders to Date

Director of Public Works Carl McCrary noted there have been many small change orders under \$10,000 on the project that he has approved, and he had emailed copies to the Council members. These are items that are found in the ground and require steps to ensure their integrity and continued use. The project is moving forward, and they are about a week out from paving the street.

B. Fourth Street Project Change Order #12 for Approval

Director of Public Works Carl McCrary explained this Change Order is for the placement of a valve which kept the school in water during the time the contractor was working on the water line. Councilmember Dominic Ciancibelli made a motion the City Council approve the Change Order on the Fourth Street Project with Keystone Contracting in the amount of \$20,185.50. Councilmember Mary Putka seconded, and the motion carried.

8. NEW BUSINESS

A. Set a Public Hearing - Port of Kalama Intent to Annex Request - Oct. 17, 2012

City Administrator Adam Smee requested this item and item B be tabled until the October 3, 2012 Council meeting as the attorneys are still working out the details of the Memorandum of Understanding. The Council agreed.

B. MOU - City of Kalama & Port of Kalama Agreement for Costs of Annexation - Tabled

C. Confirmation of City Administrator

Councilmember Don Purvis made with great pleasure a motion the Kalama City Council confirm the appointment of Adam Smee as the City's first City Administrator, his formal title, position funding, hours and duration of employment be determined by the Mayor in accordance with the Kalama Municipal Code. Councilmember Mike Langham seconded, and the motion carried. City Attorney Paul Brachvogel noted that the funding for the position will come from all sources and departments.

9. ORDINANCES & RESOLUTIONS - None

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen reported he attended the Amalak 100th Birthday event and presented the ladies with a plaque of appreciation. This is a great group that serves the City well. He also noted that the City will be celebrating its 125th Birthday in 2015, so we need to start preparing for that. Mayor Poulsen commented the new liquor store is an interesting place to visit. Not only does it have liquor, wine and beer, it has cigarettes, Discover passes and all kinds of sporting goods from ammunition to fishing tackle. There are also stuffed wildlife throughout the store which make it worth a visit. Mayor Poulsen noted that COG executive director Steve Harvey will be retiring after 40 years in the planning field.

B. Councilmember Dominic Ciancibelli reported he will be providing some information from the City of Longview to the Planning Commission regarding a grant program they are involved in for improving downtown buildings. This may be CDBG funding which often Kalama doesn't qualify for.

C. Councilmember Mike Langham had no report.

D. Councilmember Donald Purvis reported he has been attending the construction meetings for the 4th Street project. He also reminded everyone of the Walk to end Alzheimer's to be held this Saturday at the Marina Park.

E. Councilmember Mary Putka reported on October 10th the Read Kalama event will be held. She also noted that the new florist in town, Floral Effects, does a wonderful job. Also noted was the FOLK Ladies' Tea is on Saturday and is sold out.

12. DEPARTMENT REPORTS

A. Director of Public Works Carl McCrary presented a written report. He noted that he enjoyed his two weeks in Alaska. Carl also reported that he is working at having the trees removed from up on 10th Street as requested by Mr. Brewster at an earlier Council meeting.

B. Police Chief Randy Gibson presented his statistical report, noting the arson case was an abandoned chicken coup for which there were no injuries. It is believed to have been caused by careless smoking. The Department has been busy working on traffic issues along the construction route. They are also working on a noise complaint regarding the trains coupling and how to handle it. City Attorney Paul Brachvogel noted he has some information that pertains to this. Chief Gibson noted the City received two guilty verdicts at jury trials which created some overtime issues. He reported that the new Police car is outside for anyone that wants to see it.

C. Clerk/Treasurer Coni McMaster reported she is working on the budget for next year as well as many other issues including those related to the Community Building and the Parks and Recreation program. Ms. McMaster informed the Council that during Department of Retirement Systems audit it was noted that the Councilmembers are eligible to receive PERS retirement if they request it. This had not been presented to many of the current Councilmembers previously. She will be getting the information together and out to those that are interested.

D. City Administrator Adam Smee noted that after only 3 days he didn't have a lot to report. He is reading contracts and reviewing the budget. He has spent time with Carl reviewing different areas and issues.

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 \$60,710.40, Payroll Vouchers totaling \$55,801.26 and the City Council minutes of September 5, 2012. Councilmember Mike Langham seconded, and the motion carried.

14. EXECUTIVE SESSION

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 7:35 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