

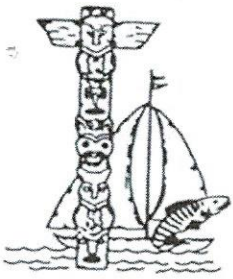
# City of Kalama

320 N. First St.  
Kalama, WA 98625



## City Council Agenda February 21, 2018 @ 7 pm

1. OPENING - Mayor Mike Reuter
  - A. Flag Salute
  - B. Roll Call
  - C. Changes to the Agenda
2. EXECUTIVE SESSION
3. PRESENTATIONS & AWARDS
4. PUBLIC HEARINGS
  - A. Port of Kalama – Shoreline Permit – Central Port Stormwater Project
5. UNFINISHED BUSINESS
  - A. Financing Options General Fund Capital Facilities Plan – **TABLED**
  - B. Mackenzie – Authorization to Complete Design/Bid Package/Publish Bid
  - C. Gray & Osborne – Authorization to Design/Engineering of Retaining Wall
6. NEW BUSINESS
  - A.
7. ORDINANCES & RESOLUTIONS
  - A. Resolution No. 664: A Resolution of the Kalama City Council Supporting a Passage of an Ordinance and the Adoption of a Charter by the Cowlitz County Board of Commissioners Re-establishing the Cowlitz County Public Safety Answering Point (PSAP) as an Independent Public Authority
8. PUBLIC COMMENTS & CONCERNS
9. CORRESPONDENCE
10. MAYOR & COUNCILMEMBER REPORTS
  - A. Mayor Mike Reuter
  - B. Councilmember Mike Truesdell – Tourism
  - C. Councilmember Sandra Macias – Finance & Public Works
  - D. Councilmember Mike Langham – Police & 911 Board
  - E. Councilmember Rosemary Siipola – Planning & Economic Development
  - F. Councilmember Mary Putka – Chamber & Tourism



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### 11. DEPARTMENT REPORTS

- A. City Administrator Adam Smee
- B. Director 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:

Claims and Payroll Warrants # 38695-38754 plus ACH/EFT payments for the Month of February in the amount of \$ 173,326.14

#### B. Approval of Minutes of the February 7, 2018 City Council Meeting

### 13. EXECUTIVE SESSION

### 14. ADJOURNMENT

**CITY OF KALAMA  
CITY COUNCIL MEETING  
FEBRUARY 21, 2018**

**1. OPENING**

Mayor Mike Reuter opened the City Council meeting at 7:00 p.m. Mayor Reuter led those present in the Pledge of Allegiance.

Councilmembers present were Mike Truesdell, Sandra Macias, Mike Dennis Langham, Rosemary Brinson Siipola, and Mary Putka. City staff present were City Administrator Adam Smee, Director of Public Works Kelly Rasmussen, Clerk/Treasurer Coni McMaster, and Police Chief Ralph Herrera. 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. Port of Kalama – Shoreline Permit – Central Port Stormwater Project**

Mayor Reuter opened the public hearing. City Administrator Adam Smee explained the project which is being completed by the Port of Kalama which is located near the end of Wilson Drive with Emerald Kalama to the north. There is currently an old storm pipe in place which discharges to the river. The Port is planning to prepare a new infiltration system which is the preferred stormwater method and eventually make the 3-acre site ready for development. The project includes replace most of the old infrastructure with new as well as relocating power poles, filling the old pond and demolishing two buildings. The project requires a Shoreline permit as it is within 200 feet of the high-water mark. City Planner Mark Person was unable to attend, so Administrator Smee recommends the Council continue the Hearing until March 7, 2018 so he can be here to answer questions. With the Council's concurrence, Mayor Reuter continued the hearing to March 7<sup>th</sup> at 7pm here in the Council Chambers.

**6. UNFINISHED BUSINESS**

**A. Financing Options General Fund Capital Facilities Plan – TABLED**

**B. Mackenzie – Authorization to Complete Design/Bid Package/Publish Bid**

City Administrator Adam Smee explained the scope of the proposal for Mackenzie to reengage to move the Police Facility project forward for permitting, bidding, and then to manage the project and support staff during the construction. He recommends tabling the discussion because the Council was unable to complete the funding workshop last night. It would be placed on the March 7<sup>th</sup> agenda. It is a large expenditure to get back up and they will need about 8 weeks to get through the permit process and then another 8 weeks for the

bids. It would be premature to take action at this time. The fee summary is close to what was proposed at time of design at just over \$60,000 an additional estimate of \$23,900 for support of construction management. This would be the same way the City handled the Library renovation project. This was tabled to March 7th

**C. Gray & Osborne – Authorization to Design/Engineering of Retaining Wall**

City Administrator Adam Smee noted that he just received the information tonight from Gray & Osborne regarding an estimate for design of the retaining wall. The Geotech worked the crew today digging test pits. The design for a retaining wall at the toe of the slope in the park has to be engineered. The estimate of \$3350 is pretty reasonable and would be an addendum to the current contract. Again, he recommended that this be carried over to March 7<sup>th</sup>, 2018. Mayor and Council agreed.

**7. NEW BUSINESS - None**

**8. ORDINANCES & RESOLUTIONS**

**A. Resolution No. 664**

Resolution No. 664 was read by title: A Resolution of the Kalama City Council Supporting a Passage of an Ordinance and the Adoption of a Charter by the Cowlitz County Board of Commissioners Re-establishing the Cowlitz County Public Safety Answering Point (PSAP) as an Independent Public Authority. This is to support the 911 reorganization. Councilmember Rosemary Siipola made a motion the Council adopt Resolution No. 664 supporting the formation of the Cowlitz County Public Safety Answering Point as an independent authority. Councilmember Mike Langham seconded, and the motion carried.

**9. PUBLIC COMMENTS/CONCERNS**

Mayor Reuter asked that the comments be kept short due to weather concerns and keep positive

Mr. Jim McCoy 6635 Old Pacific Highway noted he has lived here 14 years. The City has a relationship with the Port of Kalama which has benefited the community in the past and will continue to do so in the future. However, Mayor Reuter attended a recent Riverkeepers meeting where he made some remarks the did not go over well with the Port personnel. No matter where the Mayor is, he still wears mantel of the City. Mr. McCoy added that Mayor Reuter noted he was at that meeting as an individual, but the perception is that he represents the City. The Port's Spencer Creek project is a "gift to the City" that could now be endangered. Mr. McCoy noted he spoke with a Port commissioner. He sees the Mayor creating fractures in the relationship between the Port and the City. The City stands to lose a lot of revenue. Mr. McCoy stated he would like to have a motion made in an effort to rebuild that trust and it could be to put it out to change from a Mayor/Council to a Council/Manager form of government. Either way City Administrator Adam Smee will have to smooth over the situation and keep things moving forward. He understands that the Mayor is entitled to his opinion and probably didn't intend to create issue with the Port of Kalama.

Ms. Sara Hutchinson of 549 N. Fifth asked that even though the items were tabled earlier, would the City have spent the funds if they had voted to approve it. City Administrator Adam Smee explained that yes staff is asking for that authorization so the City can move forward with the work. The design is complete. The City could request a new estimate of the cost or put it out to bid to get a clear cost for the project. Ms. Hutchinson asked if this would be done while looking at the funding package. Councilmember Sandra Macias noted that it is a part of the process and the agenda was published prior to the workshop being cut short. Ms Hutchinson confirmed that had it been approved the City could spend the funds before the funding package is in place. Administrator Smee noted that the two processes would run concurrently.

Mr. Mathew Merz of Meeker Drive asked Councilmembers Truesdell and Putka what is happening with tourism. It was explained that the Tourism board is county wide and no meeting has been held since the Council appointments were made. The next meeting will be in March. Cowlitz County Tourism organizes the meetings.

**10. CORRESPONDENCE - None**

**11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS**

**A.** Mayor Mike Reuter commented that recent facebook comments were out of line and disrespectful. The Mayor and Council are working through the process. He noted that he made the call about the workshop and holding it in an effort to try to stay on schedule. It was nice until after 4 o'clock. The discussion will continue next week. There were comments about where he was sitting during the workshop which shouldn't be an issue. Several Councilmember cautioned Mayor Reuter about using facebook, except for putting City business on the City's page, as many things being said are not necessarily true. Mayor Reuter noted he will stay on Facebook as he needs to know what is being said and stay in touch with the people. He feels there are multiple ways and connections for communication purposes. Mayor Reuter noted that he was addressing the comments from last night's workshop.

**B.** Councilmember Mike Truesdell had no report.

**C.** Councilmember Sandra Macias thanked the crew for the amazing job during the snow and getting out after hours. The crew had the plow out within 20 minutes of being called last night. The audience applauded in agreement. Director of Public Works Kelly Rasmussen stated he would relay that to the crew as they do the work and it is a matter of pride in his department.

**D.** Councilmember Mike Langham had no report.

**E.** Councilmember Rosemary Siipola report she attended the Regional Transportation meeting, and the Cowlitz Economic Development meeting. She will work with the COG and attend the board meeting tomorrow.

**F.** Councilmember Mary Putka reported that several Councilmember and staff were scheduled to meet with Chamber but the weather canceled the meeting. The Chamber dinner

will on March 24, 2018.

## 12. DEPARTMENT REPORTS

A. City Administrator Adam Smee reported he has received the G&O addendum for working on the Stormwater utility project which has been budgeted for 2018. He has reviewed and talked with principles involved so we can begin making progress. The project and funding are already authorized, but his provides the scope of work which includes a complete system review including all costs such as labor, equipment, supplies, current facilities, a rate study and finally the formation of the utility. Included will be public education during the process. Staff will be coming back with reports during the year as the project progresses. The cost is less than the \$50,000 budget at \$43,100.

B. Director of Public Works Kelly Rasmussen presented a written report. The Crew has been busy with the weather doing a lot of deicing. They have used 3000 gallons of the salt brine deicer and purchasing 3000 more. The crew fixed a sinkhole which created a drainage problem along Taylor Road. The City received four engineering requests for qualifications for the two water facilities projects – the lower Cloverdale pump station and the upsize of water line from Vincent to Robb Road. He and Adam decided to see if a little competition can get the City a better value. As the Public Works committee member, Councilmember Sandra Macias will join Kelly and Adam to develop criteria and review the proposals in the next 2 weeks. He added that he is still dealing with Tidewater residents in an effort to complete the third phase of the Robb Road waterline which will create a looped system.

C. Police Chief Ralph Herrera presented his statistical report for 89 calls for service with 23 reports. The most concerning is the unlawful imprisonment case. The call regarding the intoxicated person on the school grounds was during the night and not during school hours. It was an underage person so it is a minor in possession. The department participated with the Career fair yesterday and had great interaction with the kids while showcasing jobs in law enforcement.

D. Clerk/Treasurer Coni McMaster reported the department is busy.

E. City Attorney Sam Satterfield was absent.

## 13. CONSENT AGENDA

*Councilmember Mary Putka made a motion the City Council approve the Consent Agenda including:*

Claims and Payroll Warrants # 38695-38754 plus ACH/EFT payments for the Month of February in the amount of \$ 173,326.14; and

Approval of Minutes of the February 7, 2018 City Council Meeting

*Councilmember Mike Langham seconded, and the motion carried.*

14. EXECUTIVE SESSION - None

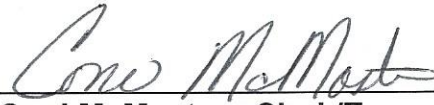
15. ADJOURNMENT

Mayor Reuter adjourned the meeting at 8:00 p.m. These minutes are not verbatim. A copy of the recording for this meeting is available for review upon request.



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Mike Reuter - Mayor



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Coni McMaster - Clerk/Treasurer

