

**CITY OF KALAMA  
CITY COUNCIL MEETING  
MARCH 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. City Attorney Sam Satterfield was also present. 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. Utility Tax Increase – Funding General Fund Capital Facilities Fund**

Mayor Reuter opened the public hearing on the funding of the General Fund Capital Facilities Fund. Clerk/Treasurer Coni McMaster explained that after presenting funding options available at workshops in February, the Council had requested staff prepare the documents for implementing a 5% increase to the Water/Sewer/Garbage utility taxes. Ms. McMaster explained that the annual costs depending the level of water used would be from \$75.72 (500 cubic feet) to \$169.98 (2000 cubic feet) for inside users and from \$23.04 to 58.08 for outside users. The City does have a low-income discount which provides a reduction of \$29.76 for inside and \$11.81 for outside to qualified households. The increase is expected to generate approximately \$150,000 per year to be used for funding capital facilities improvements beginning with the Police facility. Ms. McMaster explained that staff and the Council understand this is not painless and not everyone supports the need. After two years of looking for the most cost effective, responsible, and long-term solution for replacing the police station, while dealing with the continuing increase in interest rates and material costs, the City needs to move the project forward. The Council has an obligation to meet their responsibility to the whole community which means making difficult decisions which may be unpopular. The Ordinance is on the agenda for passage and the new tax would be effective on bills issued on May 31, 2018. Staff doesn't see alternatives that will provide for an immediate resolution to the funding issue to replace the Police facility. The current conditions create liability issues and the costs keep going up which will ultimately be borne by the citizens. The need for the funding remains regardless of location or design.

Stacy Lane, 149 Nectarine Drive, stated she has been looking at past minutes and back in 2015 the City adopted water and sewer rate increases of about 8%. It was explained that these are not the taxes, but the rates for water and sewer which are only spent on water and

sewer services. Ms. Lane asked about the projected revenues that will be generated from the new Port projects, McMenamings and the North Port property. City Administrator Adam Smee explained that the Port is exempt from property taxes but is required to pay a leasehold tax on the property they lease out. The total is 12.4 %of lease with 6% for local governments. The City gets a max of 4% and the rest goes to the County. Administrator Smee noted he doesn't know what the McMenamings' lease is going to be but is hoping it will be a large amount. The City currently receives \$27 to \$29,000 a year so it is not a large funding source. Sales tax revenues are somewhat fickle as they are affected by the economy as it cycles up and down. Discretionary spending is more limited in a recessive economy. He noted he hasn't seen any projections on what McMenamings is anticipating. The City's annual sales tax is about \$400,000 in the current economy and with all the construction/development projects. In leaner years it could be closer to \$300,000.

Lewis Hendricks, 153 Graystone Road asked if the water is metered and how is it read. Director of Public Works Kelly Rasmussen explained that water is metered and read monthly through an automated meter reading system.

Tanaya Gravina, 475 N. Fourth presented a letter to the Mayor and Council with 400 signatures explaining that the community has come together and come out clearly against the proposed actions. The letter states they have no confidence in the Council and they need to change what they are doing. They are not following the law. They should change their vote or resign.

Sara Hutchinson, 549 N. Fifth Street asked if the City would be lowering the rate in future if revenues exceed the expectations. Clerk/Treasurer McMaster explained that the funding is expected to go on as it set to cover all facilities into the future, so it is unlikely to be lowered. City Attorney Sam Satterfield stated that the Council has the authority to lower taxes as well as raise them, so it can be done.

Mel Kamerath, 460 S. Tenth stated she has been thinking about how this process is happening and noted that the City is incorporated but most live here because it is a small town. There shouldn't be taxation without representation. They don't need to run the City like big government. Remember it is a small town.

Linda Dolph, 770 Taylor Road, asked about McMenamings and the Port and when the beer brawl breaks out who is called. Chief Ralph Herrera noted that the Port has private security but they don't have the power to arrest anyone. That area is inside the city limits and the Kalama Police should be called when needed. Ms. Dolph asked if the Port is paying into the city for the new facility. Administrator Smee explained that the Port provides economic development in this area creating jobs for many which should be sufficient support for services and they pay the required taxes and fees under the laws. If the citizens want to approach the Port for support, they have the ability to do so and he wouldn't object. Chief Herrera explained that there will be times when the entities will need to work together either with special details that may require added payment for additional coverage. We are not there yet. Ms. Dolph asked about the reference to the liability the City referred to. Clerk/Treasurer McMaster explained that the current conditions under which the officers are working are such that the City could be liable for employee or public actions. The funding will be only for the purpose to improving and maintaining the City facilities into the future.

There were no comments from the Councilmembers. The Hearing was closed at 7:30 pm.

## **B. Transportation Benefit District – Increase to Vehicle Tab Fee**

Mayor Reuter opened the hearing on the increase to vehicle tab fees for the Transportation Benefit District at 7:30 pm. Clerk/Treasurer Coni McMaster explained that the Transportation Benefit District (TBD) was put in place in 2012 and funded in 2013 by a \$20 Vehicle Tab fee. The funds are exclusive to making street improvements which have been done on numerous streets throughout town. These are streets that don't qualify for grant funding and the City has the responsibility to maintain, but very little funding. The City is looking at reallocating a portion of current general funds allocated to street operations to the capital facilities fund. In order to continue to keep streets maintained and make improvements, the City is considering raising the tab fee to \$40 as allowed by State law. It is estimated the increase will raise an additional \$47,000 a year to be used for street improvements. Public Works Director Kelly Rasmussen stated the City worked very hard to get the TBD passed in 2012. Over the 20 plus years he has been with the City he has noticed that state and federal grants only target main arterial streets like China Garden or Old Pacific Highway and don't get the side streets. Streets are the most expensive infrastructure, deteriorate the fastest and are without a funding stream. The funding only allows for small segments so the City has only done about five blocks in the last two years. It has helped to make improvement to the older streets that have seen no major work in decades. The TBD funds can only be used for asphalt, but the City controls the funds and doesn't have to get engineering for the projects. It was asked why we don't get engineering. Director Rasmussen explained that the street is already engineered for construction so it is not necessary for asphalt overlay. Administrator Smee noted that when the City gets federal or state moneys we have to compete for it. Overlay costs about \$2.75 a square foot. Local federal funding is about \$1.5 million shared with Longview, Kelso, Castle Rock and the County. There are federal regulations that we have to comply with that add an additional 30% in costs. Using federal money makes projects costlier so doesn't work well for small projects.

Michael Boyd, Kalama asked about the bid process and what streets had been paved as it only has been small sections. He added that federal money is free. Director Rasmussen noted that the TBD funding only allows for small sections at a time. It was also noted that the City has a required match when it gets federal money, so it isn't all free. Mr. Boyd noted that the crew needs to take better care when filling potholes as from what he has seen they are not doing it right.

Tanaya Gravina, 475 N. Fifth, asked how much the City would be getting. The increase would raise about \$47,000 additional funds for about \$95,000 a year. She noted that the City is continually getting the money. They are tapping every one and taking from her kids with all the taxes. All things they are being hit with including the school add up to about \$400month total which she can't afford. She stated she didn't think many families could either. If the City is getting about \$300,000 a year it just isn't reasonable and she doesn't understand.

Sara Hutchinson, 549 N. Fifth, asked if the city had to raise it the full \$20 or could it be less. Yes, it could be less but it is a council decision. The purpose is to keep improving streets.

Linda Dolph, 770 Taylor Road, asked if once it was up to the \$40 could it be increased more. Clerk/Treasurer McMaster stated it couldn't go more unless it is put to a vote of the people. Administrator Smee explained that is unless the legislature changes it again which is how it went from \$20 to \$40. He explained that street operations funding is being reduced and this will help ensure streets get the attention they need. Ms. Dolph asked how the City arrived at the figure. Administrator Smee explained that in looking at the bond funding with interest rates rising the estimated mortgage payment will be about \$225,000. The City looked at what can we reduce, what can we reallocate and what are the options. This funding is untouchable except for roads.

Gary Brachmiller, 135 Shipwatch Circle stated that he just got a large increase to his property taxes and he understands they all went up. How much does the City get? It was explained that Kalama received just under \$5000 total in increases to property taxes. The current rate is about 1.77 per 1000 of assessed valuation.

Jennifer Berg, 133 Summit Drive, stated the City is taking money from the public based on expecting an increase to population which should triple the amount of money coming in. So how can they tax now and not look in future to see if they are overtaxing and need to lower the rates. Mayor Reuter explained that costs increase as we grow as and growth creates more needs. A future Council could look at options to lower rates based on the conditions at that time. Councilmember Rosemary Siipola stated that she brought the proposal forward as she sees the need to provide a revenue stream for capital facilities which the City doesn't have. The Police facility is the immediate need but the funding would continue in the future. The City has other facilities such as the Community Building which has many needs, and the current City Hall will need to expand as we grow. The City has a need to be able to update and upgrade its facilities. The Police facility will be the first and only building the City has ever build other than water and sewer facilities. The proposal is that it will last us well into the future. The City has run out of places to move the facility around to. We have to provide for the future. Once completed, Councilmember Siipola hopes it will be accepted and recognizes that many don't like the proposal. It is the Council's responsibility to do this for the community. Hopefully we will get through this, continue to grow and prepare for the future. The community will get new schools, redevelopment and new development so it will need service. It will demand them. Councilmember Siipola stated it is a difficult decision for the Council and she gets what the citizens are saying and hope more will understand over time. The increase to the TBD fee will allow for the City to continue to repair streets that haven't been repaired

Mathew Merz, 5448 Meeker Drive asked if the funds raised to \$40 would go to Public Works. It was explained that it would go only for street improvements and not to work completed by the crew.

Sara Hutchinson, 549 N. Fifth, asked if this funding is replacing the \$25,000 funding for maintaining streets and stated if so then they will only get \$21,000 additional funding for streets. Clerk/Treasurer Coni McMaster explained that all the funding from the tab fee would go for Street improvements, while general funds and fuel taxes were being reallocated from streets and street reserves.

Mathew Merz, Meeker Drive, asked how the City is taking the funds if you can't spend them on anything but streets. Administrator Smee explained that the City has to set up funds

as required by the auditor. There are three street funds – 101 – Operations/Maintenance, 102 Street Improvement Reserve and 310 – TBD. All of the Vehicle tax funds are allocated to the TBD fund and can only be spent on street improvements. Funds 101 and 102 are partially funded with gas tax proceeds which can also be used only for street purposes but can be for operating costs. The plan is to reallocate the portion of the gas tax being placed in 102 the improvement reserve back to 101 for operations maintenance to cover a portion of the general funds being reduced. The other piece is to use general fund reserves to pay off a street loan so that payment ends. General funds, taxes, can be used anywhere by the City and the \$25,000 will be allocated to the new Capital Facilities funding instead of streets. The TBD with the increase will allow the City to continue to have funding available for local street improvements and matching funds for grant funded projects.

Tanaya Gravina, 475 N. Fourth asked how many loans are being paid off with the funding. One loan is being paid off from reserves which is less than \$30,000.

Sara Hutchinson 549 N. Fifth, requested the Council to please consider to raise the tab fee for only the amount that you need to cover the \$25,000.

There was no further discussion by the Council. Mayor Reuter closed hearing the hearing at 8:10 pm.

## **6. UNFINISHED BUSINESS**

### **A. Engineering Request for Qualifications – Rankings**

City Administrator Adam Smee explained that State laws are very specific as to how we hire for engineering services. The City has to send out a request for qualifications for projects, and then they are available to answer questions from firms regarding the projects that are considering submitting proposals. The City put out a request for two projects, the Lower Cloverdale pump station and Old Pacific Water line replacement which are included in the City’s budget and Capital Facilities Plan. He, Director of Public Works Kelly Rasmussen, and Councilmember Sandra Macias reviewed the submittals from four firms based on certain criteria and ranked them numerically. The firms as ranked are:

1st	Gibbs & Olson	Combined Qualitative Point Total:	95
2nd	BHC Consultants	Combined Qualitative Point Total:	83
3rd	Gray & Osborne	Combined Qualitative Point Total:	75
4th	Wallis Engineering	Combined Qualitative Point Total:	57

Administrator Smee continued that the law doesn’t allow cost to be considered during the ranking so the process is to ask the Council to accept the ranking and authorize staff to negotiate the price and contract. Councilmember Sandra Macias noted this was the first time she had participated in the process. Each person reviewed the proposals and the criteria individually and yet the end results were within a couple points of each other. Director of Public Works Kelly Rasmussen explained the pump station part of the old Cloverdale system that the City took over years ago. It is a single stage well pump which is not acceptable by today’s standards. The State Department of Health has mandated that these improvements be

made. Once completed it will be a great improvement to the system as the station feeds two reservoirs and many residents.

Councilmember Mary Putka made the motion the City Council accept the rankings as presented and authorize staff to begin the negotiations for a contract for the proposed projects Lower Cloverdale Pump Station and the Old Pacific Highway Water Line Replacement. Councilmember Mike Langham seconded. There was no discussion. The motion carried.

## **7. NEW BUSINESS**

### **A. City Council Rules of Procedures – Teleconference/Video Attendance**

Clerk/Treasurer Coni McMaster noted that over the years different Councils have discussed the option of adopting Council procedures which they can do. There has been concerns raised regarding procedural issues, so she thought she would ask if the Council was interested in looking at the option. There are samples available from other jurisdictions and she would suggest the Finance Committee, herself and Councilmember Macias could review and create a draft for the Mayor and attorney to review. Then the final draft would be submitted to the Council for consideration. The other issue would be being able to allow Council to attend meeting via speakerphone or skype in certain instances when they can't attend a meeting. The consensus of the Council was to address the remote meeting issue be dealt with by a separate ordinance and that staff move forward with a draft of procedures for the future.

## **8. ORDINANCES & RESOLUTIONS**

### **A. Ordinance No. 1394 – Establish Fund #315 General Fund Capital Facilities**

Ordinance No. 1394 was read by Title: An Ordinance of the City of Kalama, Washington establishing a General Fund Capital Facilities Fund for the purposing of maintaining and providing for improvements to all city facilities funded from General Fund Revenues.

Councilmember Rosemary Siipola made a motion the Council adopt Ordinance No. 1394 as read. Councilmember Mike Langham seconded, and the motion carried.

### **B. Ordinance No. 1395 – 5% Utility Tax Increase**

Ordinance No. 1395 was read by Title: An Ordinance of the City of Kalama, Washington amending Kalama Municipal Code Chapter 5.20 Business and Occupation Utility Taxes to increase utility tax rates 5% on the services of Water, Sewer, and Garbage for funding the newly established General Fund Capital Facilities Fund No. 315.

Councilmember Mary Putka made a motion the City adopt Ordinance No. 1395 as read. Councilmember Mike Langham seconded. The motion carried by a vote of 4 in favor and one against (Councilmember Mike Truesdell).

### **C. Ordinance No. 1396 – TBD – Vehicle Tab Fee Increase**

Ordinance NO. 1396 was read by Title: An Ordinance of the City of Kalama

increasing the vehicle tab fee funding the Transportation Benefit District an additional \$20 as authorized under RCW 82.80.140 to be effective beginning October 1, 2018.

Councilmember Rosemary Siipola made a motion the Council adopt Ordinance No. 1396 as read. Councilmember Mary Putka seconded. Councilmember Mike Truesdell asked if the City could do \$10 instead of \$20. A \$10 increase would not cover the \$25000. Director of Public Works Kelly Rasmussen noted that it supports the streets for improvements. The motion carried.

## 9. PUBLIC COMMENTS/CONCERNS

Mayor read the following into the record before opening the floor for comments.

*“Public comments” is a portion of our business meeting that council sets aside for citizens to express an opinion on subjects not already on the agenda. It is not intended to be a time to engage in discussion or debate with council or staff. If citizens would like further information or to discuss issues or concerns with council or city staff in greater detail, they are encouraged to contact council members directly or contact city staff at city hall.*

*The public comments portion of the meeting is limited to 30 minutes, with individual comments limited to 3 minutes per person, whether representing a group or an individual viewpoint. Please state your name and address for the record when you begin speaking. Each person may speak only once. All remarks should be addressed to the mayor and council as a body and not individually.*

*Public comments must be courteous and respect proper decorum. Derogatory remarks and personal attacks are not acceptable and will be cause for a constituent’s comment time to be revoked. Shouting out, booing, hissing and other such inappropriate behavior may lead to closing of the public comments portion of the meeting. Thank you for your understanding and for participating in the council meeting.*

Charlene Derosier, 99 Kalama River Road, asked if the City has an ordinance to encourage owners to take care of the buildings they own. City Attorney Sam Satterfield stated that all cities have the problem. Kalama does have an ordinance addressing nuisance abatement but the process takes a large amount of time and money. It was explained that while it is ultimately the owner’s responsibility the process may require the City front the costs not only for the legal filings necessary but if comes to it, the actual clean up. The City can file a lien to recover the costs, but it can be a long wait to actually recover the costs. City Administrator Adam Smee explained the it works the same for all over the city whether in the commercial area or the residential areas. He explained how the City address a problem house on Greystone where the City actually did the work to cleaned up the site with the backhoe and dump trucks and boarded it up after the occupancy was revoked. It has finally been foreclosed on after five years and the City recently received payment. They also went through the process on the building next to the Chamber building after the fire to get the fire damages repaired. It was noted that another consideration for the City is the occupants and that condemning or revoking occupancy can put businesses and tenants out on the street.

Tanaya Gravina, 475 N. Fourth, addressed the letter she presented earlier. She noted that she and the community has lost faith in the Council. She is disheartened and based on the

400 signatures on the letter so are others. They know about the secret meeting and the signed letter that followed. These are significant, plus they keep taking money. There is no faith in the Council. She noted her appreciation of Mr. Truesdell having listened and changed his vote, but as a hole it has not happened. Promises made have not been fulfilled. The 400 signatures are not being listened to. This is not only a few, but none of the Council have listen. They do not represent us and did not do their job. She noted she will work to recall them all and there are violations of the law.

Sara Hutchinson, 549 N. Fifth, presented a proposed layout drawing for the City Hall building that she proposed as an alternative location at the last meeting. This would utilize the whole building which will have to done in the future anyway. It would be less expensive to do it now. The people do not want it in the park. This is a visual but is not to scale and she is certain of the actual current lay out. The Police could have the lower level and move City Hall upstairs.

Smokey Crews, 720 Spencer Creek Road stated he had not been at earlier meetings but had been listening to others, so doesn't know if it has been asked before. If the Council didn't plan on getting the answer they wanted why they did even ask for a vote on the police station. Why have the vote when they knew they would do it anyway? Mayor Reuter explained that Proposition 1 was a funding package. The Council is moving forward because of need. While he is not happy with timeline it had to be done. It is a very difficult decision but we need the station and we need funds to build it. Mr. Crews asked about 6000 people and how many would they have in the cells or are they building a facility for 60000 people. There are few arrests. He expressed that the proposal is more than what is needed for 6000 people.

Tanya Merril, 335 So. 3<sup>rd</sup> Place, if the City has ever considered using Toteff Park for a movie night. There was some discussion that it would be nice and perhaps the local civic groups would be willing to help sponsor. It was asked if tourism funds could be used, but staff felt park funding would be applicable. Director of Public Works Kelly Rasmussen asked her to come and talk with him to pursue the possibility.

A resident on Military Road asked how the City is basing the growth projections? She is concerned that if the methanol plant comes in, it will lower all the property values and kill growth. The City could dry up. She wants to be optimistic, but not really sure what will happen because of the proposed plant. City Administrator Adam Smee noted that the methanol plant is outside of scope of knowledge. He explained that growth projections are based on standard practices for growth models. In recent years growth has averaged from 2 to 5 percent which if it were to continue at 5 percent or more for several years, he will be concerned. Growth affects the capital needs and the draws on infrastructure. The City used the adopted Comprehensive Plan and information in the recent Economic Development Plan done in 2016. Statistics were completed by an economist who looked at growth patterns which show people are coming north. Costs also drive development and Kalama is less costly to build in than Clark County. The additional commute is not an issue. So, Kalama is a good value for the builders. We use a 20- year planning horizon on all facilities and using all the figures come to the growth projections. It was asked if the City should be keeping a lid on the growth so it is not too fast and the get stuck with problems that they can't address or meet. Administrator Smee explained that the City has capacity which it builds into its systems as part of wise planning. Kalama will always build for future capacity as it takes a long-time design and construct facilities



plus the costs are always large. The Sewer plant is an example as it used to be at about 55% capacity but has reached 75 -85% on occasion. We still have 15 to 25% capacity but we need to begin the process of planning on how we can expand the plant or replace it. The Council makes decisions on how to allocate the resources including how to meet the future needs. The improvements are paid by a portion of the rates from existing customers and hookups.

Mathew Merz, Meeker Drive, commented that they are all proof why Donald Trump is president. They are not listening. He read an essay comparing Kalama to Mayberry and how "Mayberry" is used to describe simplicity, the best qualities of small towns, and mankind at its finest or used to mock smaller communities. He stated the Council has compared them to children. He noted that as one of those children he finds their decision contemptible. The public made a thoughtful decision that they don't want a \$3 million station in the park. The Council has put the community on a verge of civil war by not listening to that decision. They are blinded by ambition. They cannot run city to that debt level. They have alienated the people they serve. The Council needs to forget about the idea in the Park and look at City Hall which would save \$2 million.

Verna Perso, Ring Road resident, asked where the growth for 6000 people will be. Those outside the city limits are not provided police services by Kalama. Why do they need more officers? Would the growth include expanding city limits? She doesn't believe there is enough space for that growth in the City limits. Administrator Smee responded that based on the Comprehensive Plan which includes a density index, looking at the overview from google earth, there are many empty spaces in the city limits. The current population is 2620 and could be 3000 in 2020. We plan to have excess capacity for growth for all services. It is not unreasonable and highly probable that we will grow. So, we plan on the cautious side and put in more. The 6000 is a reasonable target. How we live in future may be different than we live now. Ms. Perso asked if the flooding issues are from overbuilding on the hillside and if tripling the number homes will make it worse. It was explained that the City cannot deny people the use of their lots or it would be taking property.

Tanya Merritt stated that she, like most that live here like the small bedroom community and not the forecast of growth. She asked if there is a cap for growth in the future and how to keep it where it is. Administrator Smee explained that a person can develop if zoning and code allows. The Comprehensive Plan is a guiding document on how the city should look down the road and helps to determine codes, guidelines, and needs based on that vision. If we want to restrain growth can impose more strict rules which would increase cost to developers, making us less attractive to builders. This does work to also elevate the entire costs within the community, making it harder for people to move here and for the younger generation to come back to live here. There needs to be jobs and affordable homes to attract the younger generation. If the vision of the City changes, staff will follow the direction set. Tanaya Gravina asked about the moratorium when you couldn't build in Kalama. That was a sewer moratorium brought about by Department of Ecology (DOE). The sewer plant had reached its capacity, so DOE said no one could hook up until the City built a new facility. That had to be fixed before more homes could be built. There was discussion regarding annexation of areas and the property are required to connect to the sewer system. It was explained that when we extend boundaries there are some requirements for connections. Functioning septic systems are allowed to continue until they fail if they are within 200 feet from sewer main. Once it fails they need to connect. This is the policy that is encouraged by state agencies.

Mr. Woodman noted that the City has expanded since the last census in 2010 so will be much bigger in the next census. Administrator Smee stated there was the large port annexation and some additional smaller ones, so he estimated about 400 acres with almost zero in population.

**10. CORRESPONDENCE - None**

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

**A.** Mayor Mike Reuter had no report.

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

**C.** Councilmember Sandra Macias reported met with Kelly and working on projects.

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

**E.** Councilmember Rosemary Siipola reported she attended the Emergency Support Shelter breakfast and offered kudos to our Police department that works with the shelter. She appreciates what they do. She noted the COG Board meeting has been delayed but on the agenda is the approval Economic Development plan.

**F.** Councilmember Mary Putka requested the public be given more info on the process for a hearing in the future. She reminded everyone that the Chamber Dinner is this Saturday night.

**12. DEPARTMENT REPORTS**

**A.** City Administrator Adam Smee had no report.

**B.** Director of Public Works Kelly Rasmussen presented a written report highlighting a late night call out for the crew to address a plugged sewer line. It was fixed and the crew returned the next day in the daylight to vacuum out all the sewage spilled. The crew are unsung heroes. Director Rasmussen reported that the City won the best tasting water award for the Lower Columbia Subsection and now will in competition for the regional through the American Water Works Association. If they win the regional they will go on to the National conference for the whole country. The City won the National People's choice award for best tasting water in 2014 and came in third nationally at the AWWA National Convention.

**C.** Police Chief Ralph Herrera presented his statistical report for 143 calls with 20 reports which includes a lot of lost and found dogs. Chief Herrera stated he would have liked to spoke during the public comment portion of the meeting to address some recent commentary on facebook. He understands that the whole issue of funding and location of a new facility has a lot of people stirred up, but the level criticism being directed at the officers, not based on facts is incredible. One such was regarding a response time, which when you look at the log (from the County 911 dispatch center) was only 6 minutes. The call came from Marine Park, and the  
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officer on duty was on the other side of town at Haydu Park when the call came in. Chief Herrera noted that when he arrived he stated the citizen could expect more traffic enforcement as he sees it as way to educate, network with, and hopefully leave a positive impression of department. Since the first of the year there have been 160 traffic stops, but of that 120 were warnings issued. The negative perception being put out is unfair to the officers. He is not in the habit of defending the department as he wants the department integrated with the community. This is evidenced by all the outreach they do at the school, at meeting such as coffee with a cop and others. He asked that if the public has complaints or criticisms to contact him directly as he will always listen and take constructive criticisms and will provides facts and answers. The officers do a difficult job and they do it well.

Sara Hutchinson asked who is called when they call 911 in the park. Chief Herrera explained that 911 goes into the dispatch center who uses the location of the report to dispatch the correct responder whether it is the Kalama officer or the Sheriff's office. Everyone should always use 911 when the need is urgent. Kalama can respond to cover the call when the sheriff is unavailable or the reverse.

**D.** Clerk/Treasurer Coni McMaster reported she had attended a recent archive electronic records class. There is a webinar available that address emails and the requirement under the public records law that she thinks would be beneficial for all the staff and the Council to take. She will send a link out in the near future. She noted that the Library Board is working on the Policy updates. Clerk/Treasurer McMaster explained that the Library has a circulation system (KOHA) which has been supported by the State Library. The person doing the support will be retiring and the support will no longer be available. They are proposing that a consortium of Castle Rock, Cathlamet, and Kalama libraries be formed to receive the support from an outside vendor. The State will pick up the cost for the first two years and 50% of the cost in the third year. After that the City will need to cover the \$650 per year. She will bring the agreements back to the Council for approval in the future.

**E.** City Attorney Sam Satterfield had no report.

### **13. CONSENT AGENDA**

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

Claims and Payroll Warrants #38809-38862 plus ACH/EFT payments including voided/reissued warrants for the Month of March in the amount of \$ 169,306.61 and

Approval of Minutes of the March 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 9:36 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**

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