

**CITY OF KALAMA
CITY COUNCIL MEETING
OCTOBER 3, 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, 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

A. Dan Ohall & Envision Kalama - Totem Display Board

Envision Kalama President Mark Wilson explained that Envision encourages and seeks out donations for the betterment of Kalama. They have wanted a way to recognize those donors and discuss several options, settling on a totem pole theme. They approached local artist Dan Ohall, who agreed to help design and build the display. After a year, the project is complete, and Envision now would like to find the right place to display it, which they believe would be the City Council Chambers. Artist Dan Ohall, presented how the project came about and the work involved. The backboard is a cedar panel from a local Kalama family mill framed with oak. The totem pole is made to match the local totem including matching paint. The project was "fun to do." Mr. Ohall expressed his love for the town. He presented the beautiful piece of artwork which everyone was in awe of. He noted he appreciated the support and help of Mark Wilson throughout the project. Mayor Poulsen thanked Dan, stating the City would be happy to have the impressive display in the Council Chambers.

B. Cowlitz County Health Department - Tobacco Free Park Initiatives

Ms. Hillary Gillette-Walch addressed the Council to request consideration of passing an ordinance to make all of Kalama Parks smoke free. Several cities in the county have done so, with Longview doing it for a trial period. After that trial, the feedback has been positive and supportive. The idea is to protect children from secondhand smoke and reduce the litter caused from tobacco use. It is not expected to have police departments constantly policing the parks, but more a tool for park users to be aware of and self-enforce. Should the City choose to pass an ordinance or add it to their existing park regulations, the Health Department currently has grant funding for providing signage within the parks.

Councilmember Don Purvis noted that Kalama Safe Community Coalition is supportive of this proposal. Mayor Poulsen responded the Council would take it under advisement to be considered. He requested information be sent to both the Clerk and Police Chief.

C. Mental Health PATH Program

Lower Columbia Mental Health PATH program representative Anna Leslie introduced herself to the Council. She explained that PATH is a program to help the homeless find the resources and programs to get them off the streets. The program works closely with the police. While Kalama does not have the issues like Kelso and Longview do, the resources of the program are available to be utilized at anytime.

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS

7. UNFINISHED BUSINESS

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

City Administrator Adam Smee requested the Council set the hearing for the Intent to Annex application received from the Port of Kalama. To meet the 60 day time requirement the hearing will need to be on October 17th. This is a complicated application and may take more than one hearing. Councilmember Don Purvis made a motion the Council set the public hearing for October 17, 2012 at 7pm. Councilmember Mike Langham seconded, and the motion carried.

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

City Administrator Adam Smee presented the draft agreement to the Council for review explaining that this clarifies the Port's role in covering the costs as required by code. He and City Attorney Paul Brachvogel are comfortable with the language, but are waiting for land use Attorney Bill Lynn to comment. The Council may chose to authorize the MOU be signed contingent on legal approval or wait until the next meeting. He would like to have it in place at the time of the hearing. Councilmember Ciancibelli asked if this process will cost the City anything. The City should not incur any outside costs that are not reimbursed by the Port. The Council held any action until the final legal review is complete.

8. NEW BUSINESS

A. 2013 Budget - Future Revenue Sources and Preliminary Budget

Clerk/Treasurer Coni McMaster presented an overview sheet of the proposed 2013 budget figures to the Council. At this time all the funds except the Community Building operating fund are in balance. Staff is working on developing a proposal for increasing the rent charged to the Church for their continuing usage. Ms. McMaster added

that she knows the Council and Community groups don't want to hear this, but the fee charged for the non-profit groups to use the Community Building needs to be increased from \$100 to at least \$150.

Yes, these groups do a lot of good for the community, but that doesn't lessen the costs of operating the building. When they reserve the building it locks up days, mostly Saturdays, which are often requested for outside rentals at full prices which would be an additional \$400. A few of these groups also use the building for their meetings for free or access the kitchen whenever they want with no payment. It is difficult to monitor those that have worked hard to improve the building for the community over many years. Councilmember Dominic Ciancibelli noted that he knows of at least one-time where the City lost money when a organization got to use the building at a non-profit rate but in reality wasn't non-profit. This has been addressed and shouldn't happen again. There was much discussion on the different options to increase the revenues including increase damage deposits, requiring non-profits to pay full-price on Saturdays, increasing all rents, and doing fund raising events. City Administrator Adam Smee noted that a quarter of the costs of operating the building come from the utilities, plus there is the annual insurance cost. These aren't optional expenditures. Cost saving measures for the utilities have been taken. Ms. McMaster noted that this will be discussed more in depth during the revenue and budget hearings. Citizen Jim Dickey suggested that instead of increase the fees to the non-profits, request they make donations for operating and maintenance costs.

City Administrator Adam Smee informed the Council that Krystall Collins is back in a full-time position with the City due to the recent resignation of the Police Clerk Val Paulson. Krystall will be working in both the Police and Finance departments, and it has been included in the 2013 budget to continue. Adam addressed the issue of streets and the poor condition of the side streets. Most grant funding is available for arterial streets which are like Elm and Fir Street, but the side streets suffer. The only funding going to reserves is 35% of the annual fuel taxes in the amount of \$17,000.

During the budget discussions with Coni it came to his attention that the City doesn't charge a utility tax on garbage collection services. The cost to a household for a 6% tax would be about \$12 per year. He would propose putting the proceeds into the street reserve fund for improvements. Previously, the Council had discussed the implementing of a Transportation Improvement District to be funded by an added car tab fee to be used strictly for street improvements. These two options could greatly increase the City's ability to make future improvements to infrastructure. Mayor Poulsen agreed with presenting these ideas to the public through a town hall meeting to inform and take input. From what he hears in the community he believes that support would be there to improve the streets. Mr. Jim Dickey asked about increasing the sales taxes so that the city receives revenue from all sources of the public. Ms. McMaster explained that the sales tax increase would take a vote at an election, while the car tab fee can be implemented by Council. Mayor Poulsen noted that he would not want to implement any fees without getting public input. It was also noted that the City's property tax valuation has declined for 2013.

**B. Set 2013 Revenue Hearing - Nov 7, 2012 - Budget Hearings -
Nov 7 &
Nov 21**

Clerk/Treasurer Coni McMaster asked the Council to set the hearings for the 2013 budget process. She noted that the second meeting in November falls on the day before Thanksgiving. The Council requested that the meeting be rescheduled to November 14, 2012. They set the Revenue hearing for Nov 7, 2012 and the two budget hearings for November 7, and November 14, 2012.

C. 4th Street Project - Change Order # 17

City Administrator Adam Smee explained that this is for the moving of a sewer line required by the lowering of the grade on 4th Street near the school. In order to avoid added disruptions of the access and services to the school, the City requested this work be done on a Saturday. TIB has approved this as part of the street work which is covered by 95% grant funding. Councilmember Don Purvis made a motion the City Council approve the 4th Street Project Change order in the amount of \$10,813.08 and authorize the Mayor to sign the documents. Councilmember Mike Langham seconded, and the motion carried. Councilmember Purvis asked if there was an estimated end date on the project. Mr. Smee replied that the current date is October 26th. They are making progress and are very aware that they are beyond the schedule. There are weather concerns at this time of year, but so far the City has been lucky.

9. ORDINANCES & RESOLUTIONS - None

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen requested a letter of support from each of the Councilmembers in efforts to fight drug abuse in Kalama. Recent events including an overdose death have made him aware that drugs are having a devastating effect on the community. The County's program has lost its funding and will be disbanded leaving a large gap for any kind of help. He plans to contact both state and federal legislators to let them know how badly this kind of funding is needed instead of sending money to other countries to fight drugs. The current issue seems to be heroin, but meth is also making a comeback in the area. Tomorrow at 4 pm he is holding a meeting to look at setting up some kind of forum. He believes that the more voices supporting the issue the better.

B. Councilmember Dominic Ciancibelli had no report.

C. Councilmember Mike Langham had no report.

D. Councilmember Donald Purvis informed the Council that October is Anti-bullying month.

E. Councilmember Mary Putka reminded the Council that the Read Kalama event will be next Wednesday from 5 to 7. She added that the downtown area will be closed to traffic on Halloween for the Chamber's trick or treat event.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee presented a written public works report from Director of Public Works Carl McCrary. He noted that the 4th Street program is moving along with the first layer of paving scheduled for tomorrow. The RSG waterline is also moving forward toward completion.

B. Police Chief Randy Gibson reported there had been 52 calls for service in the last two weeks, with 18 resulting in reports and 6 arrests made. Krystall is doing great so far, filling the position of records clerk after Val Paulson's retirement. There will be some time and travel for training classes. He addressed the issue of the train noise complaint he had previously reported, noting that he is still waiting for additional information from the prosecutors. He added is encouragement of the Mayor's request, as they have had three heroin overdoses in the last few weeks, including the one death. Enforcement efforts by police are not enough to fight the drug problems. Volunteers can help, but there needs to be a support system which will cost money. He did note that so far they have not seen a large drug increase at the school, but historically drugs will find there way to the school once they are in a community. The department will be in court again in the next week. The 4th street project has kept the department busy as it begins to look more like a road again. They will help with the street closures during the paving tomorrow. It was noted that if people are coming off the hill, they should use Juniper.

C. Clerk/Treasurer Coni McMaster provided the September Treasurer's report and the third quarter reconciliation report of the operating funds.

D. City Attorney Paul Brachvogel was absent.

13. CONSENT AGENDA

Councilmember Mary Putka made a motion the City Council approve the Consent Agenda including Claims Vouchers totaling \$53,679.79, Payroll Vouchers totaling \$74,812.44 and the City Council minutes of September 19, 2012. Councilmember Dominic Ciancibelli 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