

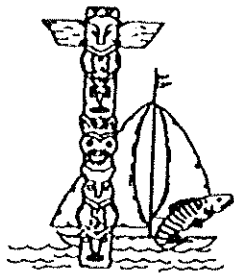
City of Kalama

320 N. First St.
Kalama, WA 98625



City Council Agenda September 20, 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
 - A. Wastewater Treatment Plant Performance Award - 2017
4. PUBLIC HEARINGS
 - A. Port of Kalama Substantial Shoreline Development Permit-T-Barge Dock
5. UNFINISHED BUSINESS
6. NEW BUSINESS
7. ORDINANCES & RESOLUTIONS
8. PUBLIC COMMENTS & CONCERNS (3-minute limit)
9. CORRESPONDENCE
 - A. Kalama Letter of Support to CAP – Rural Transportation Grant Application
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 # 39485-39536 plus ACH/EFT payments for the Month of September in the amount of \$ 404,705.32

B. Approval of Minutes of the September 6, 2018 City Council Meeting

C. Set a public hearing the 2019 Budget Revenue needs including Ad Valorem (Property) taxes – utility rates – fee increases – and other revenue sources of the City for October 18, 2018 at 7pm.

13. EXECUTIVE SESSION

14. ADJOURNMENT

**CITY OF KALAMA
CITY COUNCIL MEETING
SEPTEMBER 20, 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 and City Planner John Floyd were also present. Members of the public present are listed on the sign-in sheet.

2. CHANGES TO THE AGENDA – None

3. PRESENTATIONS & AWARDS

A. Wastewater Treatment Plant Performance Award – 2017

Mayor Reuter presented the 2017 Wastewater Treatment Plant Outstanding Performance Award from Washington Department of Ecology to Director of Public Works Kelly Rasmussen.

4. EXECUTIVE SESSION

5. PUBLIC HEARINGS

A. Port of Kalama Substantial Shoreline Development Permit-T-Barge Dock

Mayor Reuter opened the hearing and noted it will be continued to October 4, 2018. He asked if anyone would not be able to attend and no one spoke. City Administrator Adam Smee explained that there needed to be a revision to the staff report based on information in the application which was clarified between the Port of Kalama staff and City staff just this week. City Planner John Floyd explained that the current report addresses two applications including a conditional use permit which is not necessary based on the project being done. It is important to address the shoreline issues without that and it will still need a public hearing, so continuing the hearing will be best for the process. Citizen John Flynn asked where this was located. Darrin Sampson from the Port of Kalama explained that this is near the Marina and the RSG log doc. The purpose is to keep the ships out of the marina area. Mayor Reuter continued the hearing to October 4, 2018. Councilmember Rosemary Siipola will not be able to attend, but believes it can move forward.

6. UNFINISHED BUSINESS - None

7. NEW BUSINESS - None

8. ORDINANCES & RESOLUTIONS – None

9. PUBLIC COMMENTS/CONCERNS – Limit to 3 minutes please

Maureen Jenkins, Taylor Road resident asked about the proposed dog park located north of the laundromat and how it is going to be financed. Is it going to be volunteers or the City that take care of it? Councilmember Rosemary Brinson Siipola stated that Envision is raising funds to get it going, but she sees it as a community volunteer project. The City had applied for AARP grant which they didn't receive. Envision will be looking at other ways to raise money to contribute and also involve the school to build the doggy bag holders, as well as fence vendors that might be willing to help the City with the project. It will a joint project. Director of Public Works Kelly Rasmussen has looked at ADA tables, and the plan is for planters and benches. City staff will be responsible for maintaining the run once it is built. Kelly noted he had envisioned the dog park which is actually a dog run versus a park. City employee Kim Sibley who maintains the parks and open areas suggested the idea earlier in the spring. She already maintains the area as it used by people to take their dogs too, so she has seen a need for "pet" area. The City parks are animal free zones, so this would provide a spot to let dogs do their business complete with bags so owners will be responsible for cleaning up. The location is just sitting and is already used by many for a dog potty which the City cleans up so it won't add to maintenance costs. Councilmember Mike Langham asked if the City would have any liability issues should dogs attack each other or a person. Signage would address this, but the City has insurance. City Administrator assured all that the City will verify that we are covered. Mayor Reuter asked how it will be built with only a partial enclosure or all. Director Rasmussen stated he would like to see it enclosed completely. Ms. Jenkins commented that knowing that there are many things that need to be done she doesn't think tax dollars should be used in this way. Maybe if done by volunteers it might be okay, but she thinks it is wrong and the community doesn't support it.

10. CORRESPONDENCE

A. Kalama Letter of Support to CAP – Rural Transportation Grant Application

Clerk/Treasurer Coni McMaster and City Administrator Adam Smee explained the letter is in support of the CAP application for funding to keep the CAP bus running. The Bus provides transportation between Vancouver and Longview. There is no direct cost to the City as the grant is structured so the City having restrooms and the pickup space are considered in-kind payments from Kalama.

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

- A. Mayor Mike Reuter had no report
- B. Councilmember Mike Truesdell had no report.
- C. Councilmember Sandra Macias reminded the public of the after-hours numbers

which are included on the City newsletter that was in the utility bills and is also available on the website.

- D. Councilmember Mike Langham had no report.
- E. Councilmember Rosemary Siipola had no report.
- F. Councilmember Mary Putka had no report.

12. DEPARTMENT REPORTS

City Administrator Adam Smee reported staff is working on the budget preparation for the mayor and to move it forward through the process. A few items to still be addressed such as the Department of Ecology required Shoreline code update that needs to be completed. Staff is looking at how to fit it into the budget. The Stormwater utility plan is being reviewed, so the final draft can be included in the budget process. The update to the 16 -year old Sewer plan is also nearing completion and that information has been used to determine what capital projects need to done including replacing worn components at the Wastewater Treatment Plant which has reached its half-life. The budget process is doing well so far. There are still priorities to be determined and funding options.

A. Director of Public Works Kelly Rasmussen presented a written report for the last month. The crew has been busy installing a new filtering screen at the WWTP after many weeks, which should be online tomorrow. The recent downpours briefly overwhelmed a few of the downtown stormdrains. The crew will be working with Longview to vactor out the downtown system which is becoming a yearly maintenance item. The Cloverdale pump station plans are at 85%, so the plan is to bid it in January with construction from March to August. The Old Pacific Highway waterline will bid in November, with construction from March to June. These are two large water projects. The crew is working on getting ready for the rains and working to keep the town dry. Ms. Maureen Jenkins asked if there are any city ordinances about leaf pickup and are home owners personally responsible for the cleanup. Most trees next to the streets are in the City right-of-way, so the city cleans them up. If it is on your property the owner has moral obligation to keep it cleaned up, but the City doesn't have a specific law for enforcement. It would be more difficult and costly for the City to enforce than to just clean up leaves or apples that fall on the street. Most property owners are cooperative.

B. Police Chief Ralph Herrera presented his statistical report for 109 calls with 18 reports. He noted he participated in the Longview Police promotional process for corporal sergeant positions and will be sitting on the board for the Woodland hiring process. There is a candidate for the current vacancy here. Officer Kearny will complete is field training in the first week of October Kearny. Two of the other officers will be going to field training officer classes in October. The department is in good shape to meet all the required educations requirement for the staff.

D. Clerk/Treasurer Coni McMaster reported the work on the Budget continues. She attended the Library Board meeting and presented the proposed Library budget. She has been attending a conference all week which has included classes on the Family Medical leave laws, Bond compliance, and other items the City will need to do. Other staff has attended or will be attending training in the next month. The Building department is busy and there are several subdivisions on the horizon.

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 # 39485-39536 plus ACH/EFT payments for the Month of September in the amount of \$ 404,705.32

Approval of Minutes of the August 16, 2018 City Council Meeting

Set a public hearing the 2019 Budget Revenue needs including Ad Valorem (Property) taxes – utility rates – fee increases – and other revenue sources of the City for October 18, 2018 at 7pm.

Councilmember Mike Langham seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Reuter adjourned the meeting at 7:39 p.m. These minutes are not verbatim. A copy of the recording for this meeting is available for review upon request.



Mike Reuter - Mayor



Coni McMaster - Clerk/Treasurer

