

**CITY OF KALAMA  
CITY COUNCIL MEETING  
MARCH 20, 2013**

**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 Mike Truesdell, Dominic Ciancibelli, Mike Dennis Langham, and Don Purvis. Councilmember Mary Putka was absent. City staff present were City Administrator Adam Smee, Superintendent of Public Works Kelly Rasmussen, 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. PRESENTATIONS & AWARDS**

**A. COG Annual Report – Steve Harvey, Director**

Cowlitz/Wahkiakum Council of Governments (COG) Executive Director Steve Harvey provided the annual report highlighting several items. Through efforts of the Housing First Coalition dealing with homeless issues, the rate of homelessness in Cowlitz County has decreased 46% over a six year period. This is a combination of efforts from organizations and volunteers that work to find temporary housing and then permanent housing for the homeless. The cooperative group of officials from both Lewis and Cowlitz County working on economic development for the region is showing benefits. The Shoreline Master Program project to update the 30 plus year plan for several jurisdictions including Kalama is proceeding. The one disappointment has been the discontinuation of the Substance Abuse Coalition which lost its funding. There have been some local offshoots of the group, include the Kalama group. There are many on-going tasks as well including the several transportation projects. Director Harvey thanked Kalama for the many years of support for the COG, noting the many Mayors, Councilmembers, Planning Commissioners he has worked with. City Administrator Adam Smee noted that with all the work the City has Planner Matt Hermen doing, it almost feels like he is a staff member. All of Matt's efforts are greatly appreciated. The Council noted that Mr. Harvey is retiring in April voicing their appreciation for his dedicated service to the entire County, wishing him luck in the future.

**4. PUBLIC HEARINGS - None**

**5. PUBLIC COMMENTS & CONCERNS**

Kalama Citizen Jim Bain noted that August 10<sup>th</sup> is the Relay for Life and he is putting together a Kalama United team and invited all to join.

**6. UNFINISHED BUSINESS**

**A. 4<sup>th</sup> Street Improvement Project – Final Approval and Acceptance of Project**

City Administrator Adam Smee noted the engineers at HPR have finalized the project on Fourth Street. Any additional items would be covered under warranty which is one year from the date of substantial completion in February. The City will receive additional funding from TIB once all the final paperwork is complete. City Attorney noted that this acceptance does not cover any issues regarding outstanding claims. Councilmember Dominic Ciancibelli made a motion the City Council accept the North 4<sup>th</sup> Street Improvement Project as complete, authorizing the Mayor and staff to execute the final documents to close out the project. Councilmember Mike Langham seconded, and the motion carried.

**7. NEW BUSINESS - None**

**8. ORDINANCES & RESOLUTIONS - None**

**9. CORRESPONDENCE - None**

**10. MAYOR & COUNCILMEMBER REPORTS**

**A. Mayor Pete Poulsen** reported the museum project is moving forward with the plans to use the old Police building by July. He is continuing his work on the Blues Festival and the 125<sup>th</sup> Anniversary events. He will be attending the Chamber Dinner on Saturday and the other Councilmembers are invited.

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

**C. Councilmember Dominic Ciancibelli** had no report.

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

**E. Councilmember Donald Purvis** reported the Cowlitz County Health Department has been ranked 34<sup>th</sup> in the State which is a lower ranking than in years past. This is due in part to funding losses and reduced programs.

**F. Councilmember Mary Putka** was absent.

**11. DEPARTMENT REPORTS**

**A. City Administrator Adam Smee** reported the crew is out on South Cloverdale replacing pump that failed due to power/voltage fluctuations. This is the same pump that was replaced eight or nine months ago. (Note: City Attorney Paul Brachvogel excused himself from the meeting due to a possible conflict.) The insurance paid the claim for that failure, but the PUD issues have continued. Councilmember Ciancibelli asked if the PUD is responsible? Administrator Smee responded he thinks so based on crew feedback. We are looking into

the issues and contacting the insurance to look at how to proceed. (Mr. Brachvogel rejoined the meeting.)

Administrator Smee noted he and Attorney Brachvogel are working with the County on the cable franchise agreement update. KLTV wants the cities and county to join together to get PEG funds for them to expand to high-definition. If the Council wants details, he will invite Barry Verrill from KLTV to a meeting. The costs will be passed onto the consumers at about forty cents per bill. It was asked what Kalama will get for this? Could we get some audio and video equipment that would improve our programs on KLTV? This would be discussed. Administrator Smee asked the Council to let him know what they want.

The Planning Commission is progressing on the zoning code updates. This is a very hardworking professional group who come prepared to the 2 meetings each month. He reviewed the schedule for the next two months with the goal to have the draft code changes to the Council by early June.

The Shoreline update is continuing and the City will be the administrator within its boundaries with Department of Ecology oversight.

**B. Superintendent of Public Works Kelly Rasmussen** was absent, but a written report was submitted. Mayor Poulsen asked about building permits. It was noted that we have 6 new homes out in Stone Forest and a couple outside the City limits for water hookups. Another developer has approached the City with two more outside as well. An intent to annex has also been received by the City.

**C. Police Chief Randy Gibson** presented his statistical report noting that four of the incidents are related to the same suspect who is being charged. Two accomplices will be performing community services in the City. Chief Gibson also commented on the valuable services received from the Emergency Support Shelter in Longview. Officer Traub is completing CAD technical training which will be very valuable to the department as he will also be able to train the other officers. The Department is preparing for the second Kalama National Night Out event in August. Councilmember Don Purvis asked about the alley between 2<sup>nd</sup> and First streets (east/west) and Fir and Elm streets (north/south). Chief Gibson answered that since certain parties had moved the area is doing better. There may be some minor nuisance issues. Councilmember Mike Truesdell asked about the State marijuana issues. Chief Gibson noted the State is working on drafting regulations, but with the taxes being assessed at all levels, the end result is marijuana is going to be more expensive. This leaves the door open for the black market to remain involved.

Mayor Poulsen addressed an issue regarding the dog control. Currently the organization of Rescue Paws takes of any dogs the Police pick up that are not returned to the owners. There are only a few a year, but it is a great service they provide saving the City money. It would be good idea for the City to provide some nominal funding at least for the services provided.

**D. Clerk/Treasurer Coni McMaster** reported that the Community Building Caretaker position has been filled. Jean Smith who does janitorial work for the City applied and it was decided to stay in-house. She has been the back up for the caretaker for many

years so knows the duties. Ms. McMaster noted she had attended an interesting class on public records addressing the issue of emails, voicemails and all records. She noted the Council needs to be aware that any "city business" being conducted on their home computer or any manner would be public documents.

**E. City Attorney Paul Brachvogel** had no report.

12. **CONSENT AGENDA**

*Councilmember Don Purvis made a motion the City Council approve the Consent Agenda including*

1. Claims Vouchers Totaling \$46,310.31 for March, 2013
2. Payroll Vouchers Totaling \$48,050.94 for March 1-15th, 2013
3. Minutes of the March 6, 2013 City Council Meeting
4. Set April 3, 2013 for Meeting on Chilton Intent to Annex Notice

Councilmember Mike Langham seconded the motion. The motion carried.

13. **EXECUTIVE SESSION** - None

14. **ADJOURNMENT**

Mayor Poulsen adjourned the meeting at 8:38 p.m. These minutes are not verbatim. A copy of the tape can be made available for listening.

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**Pete Poulsen - Mayor**

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**Coni McMaster - Clerk/Treasurer**