

**CITY OF KALAMA  
CITY COUNCIL MEETING  
APRIL 17, 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 Dominic Ciancibelli, Mike Dennis Langham, Don Purvis, and Mary Putka. Councilmember Mike Truesdell 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. Proclamation – May as Mental Health Awareness Month**

Executive Director of Lower Columbia Mental Health Center, Eric Yackovich thanked the Mayor and Council for their continued support. This is the 60<sup>th</sup> year for the Center to provide services in the area. He noted that the annual Run the Path event at Lake Sacagawea in Longview will be on May 4th. The new one-tenth of a percent sales tax will generate approximately 1.3 million in revenue which will stay in Cowlitz County and used in part to aid 7600 low income residents without insurance to address mental health issues. Mayor Poulsen read the proclamation.

**4. PUBLIC HEARINGS - None**

**5. PUBLIC COMMENTS & CONCERNS - None**

**6. UNFINISHED BUSINESS**

**A. Zoning Code and Development Code Updates**

City Administrator Adam Smee updated the Council on the progress the Planning Commission has made in completing the new zoning code to address mixed use zoning. The Commission will begin the drafting of the development code for master plans. For this Administrator Smee requested some input from the Council. There are 3 ways the approval process for master plans can be completed. First would be to have the Planning Commission have approval authorization and let any appeals be brought before the City Council. Next would be to have it that the Planning Commission completes the review and then makes recommendations to the Council for final approval. Appeals would then be heard through the courts with added costs to the City. Third would be to have the master plans heard and reviewed by the hearings examiner, again with appeals to the Council. Administrator Smee

is not recommending the use of the hearings examiner for this process. He is recommending that the Council give the approval authority to the Planning Commission on master plans. The current Commission is very involved and dedicated as well as having extensive knowledge of the City's codes. This familiarity makes them very qualified to make these decisions. Councilmembers Mary Putka and Dominic Ciancibelli voiced their support for this showing the Council's support for the Commission and confidence in their abilities. Councilmember Don Purvis was not in agreement. Administrator Smee noted there did not need to be a decision tonight. He continued explaining how the new zoning code and the development code would work together in not only the area the Port is proposing to annex but other areas of the City. As for the Port's annexation proposal, there is also a developer's agreement being written to address how the two parties will work together in developing this area. It was requested that the Council get a copy of the draft zoning code amendment in the near future so they can begin their review. It was noted there will be a workshop scheduled between the Council and the Commission for May 15<sup>th</sup> at 6pm.

## **7. NEW BUSINESS**

### **A. Draft Parking Code Update – Ordinance 1308**

Police Chief Randy Gibson explained the current parking code covers minimal issues and mainly in the downtown area. After reviewing several local entity codes, Woodland's parking code was used to draft code to address parking issues in the residential areas of Kalama. One section deals with parking in front and side yard setbacks facing streets and another with the parking of trailers, recreational vehicles, boats on the street. He noted that in one area of town one yard has at least 8 vehicles parked in it. Some of these issues could be dealt with from the nuisance code, but using the parking regulations makes enforcement easier. Chief Gibson asked for Council input on limiting the number of vehicles one home could have parked on the street or the leaving of garbage receptacles or basketball hoops in the street indefinitely. City Administrator Smee noted that any changes in this code would need to be reflected in the zoning code and public works standards. There are some issues with parking of RV's in the side yards for storage. There are also areas where parking limitations exist. Chief Gibson noted these issues and would review the code prior to submitting the Ordinance for final consideration.

### **B. Police Vehicle Replacement**

Chief Randy Gibson informed the City Council that the 2006 Police Expedition is entering into its last 3 years of life. With 106,000 miles the City can expect to seeing some major repairs in the next few years. Past practice has been to drive the vehicles until they are worn out and then replace. In looking at establishing a reasonable replace plan, this is not the best way to go. The Expedition also costs twice as much in fuel as the new Ford car the department acquired last fall. Current blue book value at about \$9000 plus the value of the installed equipment would allow the City to sell the vehicle at about \$12,000 where in 3 years they will be lucky to get \$2500. The savings in fuel and maintenance would also significant enough that it could cover payments on a new vehicle. City Administrator Smee confirmed that he had worked the figures from the Chief and included factors of depreciation showing that there is little difference in direct costs to the City. Replacing the Expedition with a more fuel efficient vehicle and getting more out of the Expedition to help cover those costs would

be in the best interest of the City. Cost of new vehicle would be around \$33,000. The one catch is that the Expedition has to sell for at least \$12,000. To begin the process, the City will need to surplus the Expedition and put it on auction for a minimum bid. If it did not meet that bid, then the City would continue to use the Expedition into next year.

## **8. ORDINANCES & RESOLUTIONS**

### **A. Resolution No 590 – Surplus**

Resolution No. 590 was read by Title. A Resolution of the City of Kalama, Washington declaring the 2006 Ford Expedition Police Vehicle and a Utility Trailer surplus and authorizing disposal in the City Of Kalama's best interest. Councilmember Don Purvis made a motion the Council adopt Resolution No. 590 as read. Councilmember Mary Putka seconded. The utility trailer is from Public Works via the Police Department and has little value. The motion carried.

## **9. CORRESPONDENCE - None**

## **10. MAYOR & COUNCILMEMBER REPORTS**

**A. Mayor Pete Poulsen** informed the Council of the Mt. St. Helens Summit at the Expo Center on Saturday. The event is to promote tourism throughout the County and in our own community. If anyone wants to help at the booth it is from 10am to 4pm. Mayor Poulsen noted he attended the recent Big Idea Board meeting and the paddle wheel boat Queen of the West is docking in Kalama once a month starting this week. He added that in the near future the Council will need to decide if the City should provide some funds to Rescue Paws for the help they provide the City in dealing with stray dogs.

**B. Councilmember Mike Truesdell** was absent.

**C. Councilmember Dominic Ciancibelli** reported Public Works is doing well.

**D. Councilmember Mike Langham** had no report, but noted he is receiving a lot of appreciation of the Police Department from the public.

**E. Councilmember Donald Purvis** reported the Kalama Safe Community Coalition is working with Woodland on grant funding for alcohol and drug safety programs.

**F. Councilmember Mary Putka** reported the Chamber is holding a spotlight business program at its regular meetings. She added that Librarian Louise Thomas is hosting the annual volunteer breakfast tomorrow at the Methodist Church at 10:30 am and Envision's Word Catcher event is Saturday. They have already received 41 registrations.

## 11. DEPARTMENT REPORTS

**A. City Administrator Adam Smee** noted the item on the Public Works report regarding the mowing of the Parks and read for the Council a citizen commendation received for Public Works. It addressed the good work of the crew in mowing and maintaining the park at Stone Forest; that even while working in the rain and having the mowers breakdown, the crew completed the task using the weed wackers.

**B. Superintendent of Public Works Kelly Rasmussen** reviewed several items on his Public Works report including maintenance on several of the facilities including the Community Building and WWTP, work on the sewer step systems and check valves, engineering of the Elm Street Sidewalk project, and completion of the Consumer Confidence Reports.

**C. Police Chief Randy Gibson** provided his statistical report noting that it was a slow couple of weeks. He added that he will be on vacation from May 1<sup>st</sup> to the 8<sup>th</sup>.

**D. Clerk/Treasurer Coni McMaster** reported the Annual Report is in the review stage and that bugs with the new online payment software were being ironed out. She noted she attended a rate policy workshop which provided information on how to address the declining consumption of water resulting in lower revenues by establishing objectives and then setting structuring rates to meet those objectives. She asked if the Council had any issues with the agenda and the attachments posted to the website and there were none. Ms. McMaster informed the Council that she and Administrator Smee had spoken with the City's investment broker and decided to invest some general fund and water fund monies into another five year bond. This bond would be callable in a year and would pay dividends every six months. This will provide better return on the funds than the State Investment Pool's current rates. Last but not least, she noted that staffing issues continue with more staff being called for jury duty in the next month.

**E. City Attorney Paul Brachvogel** had not report.

## 12. CONSENT AGENDA

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

1. Claims Vouchers Totaling \$95,731.15 for April, 2013
2. Payroll Vouchers Totaling \$49,010.83 for April 1-15, 2013
3. Minutes of the April 3, 2013 City Council Meeting
4. Set a workshop on the Zoning Code update for Mixed Used zoning – Recommendations from Planning Commission May 15, 2013 at 6pm
5. Set a meeting of the TBD Board for 6:30pm on May 1, 2013

Councilmember Don Purvis seconded the motion. The motion carried.

13. **EXECUTIVE SESSION** - None

14. **ADJOURNMENT**

Mayor Poulsen adjourned the meeting at 8:55 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**