

**CITY OF KALAMA
CITY COUNCIL MEETING
JANUARY 3, 2019**

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, and Mary Putka. Councilmember Rosemary Brinson Siipola was absent. 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. CHANGES TO THE AGENDA

3. PRESENTATIONS & AWARDS

4. EXECUTIVE SESSION

5. PUBLIC HEARINGS

6. UNFINISHED BUSINESS

A. Methodist Church – Sidewalk Repairs – Request for City Contribution

Director of Public Works Kelly Rasmussen addressed the letter from the Methodist Church request the City provide partial reimbursement for the cost of replacing the sidewalk along Elm Street. The Church replaced 85 feet of sidewalk in total at a cost of \$5324.87. Director Rasmussen explained that the roots from tree that is in the City's right-of-way had damaged an area of two panels or 10 feet of sidewalk. He would recommend the City reimburse for that 10 feet at the \$62.645 per foot cost the Church paid for repairs or a total of \$626.45. Since the City tree contributed to the damage this would be a site-specific repair and not a gift of public funds. The City code states that property owners are responsible for the sidewalks directly in front of their property, so the City has to be cognizant of that as well as the effects of the tree owned by the City. The new sidewalk is well done and should withstand time, as well as the tree roots were cut away and property handled as to not kill the tree. Mr. Dan Ohall, stated he appreciates the consideration given to the issue by the staff. Councilmember Mary Putka made a motion the City approve payment of \$626.45 to the Methodist church for a portion of the sidewalk replacement related to the tree damage. Councilmember Mike Langham seconded, and the motion carried.

7. NEW BUSINESS

8. ORDINANCES & RESOLUTIONS

9. PUBLIC COMMENTS/CONCERNS

Ms. Colleen Neel asked why, if no inspections are performed are permits for furnaces and heat pumps being required? She has had two such permits and has not been able to get an inspection. She has talked to the Building Clerk Susan Junnikkala and City Administrator Adam Smee regarding the issue but still hasn't had inspection. Administrator Smee responded that yes the permit and an inspection are required per the building official to address life safety issues. He has spoken with Ms. Neel and is still not sure where the problem lies. The contractor and/or the property owners need to call in for an inspection and there seems to be some confusion about either who makes it or when this is done. He and Mayor Reuter assured Ms. Neel they would be looking into the problem and working to find a resolution. Ms. Neel noted that she has both called and been in the office to request the inspection, but still hasn't received one. She noted that she works with the contractors in her position at Cowlitz PUD and they report to her that are not getting inspections in Kalama either. Ms. Neel noted that she would like the fees returned as didn't get what she paid for. Administrator Smee noted he didn't think that would be possible. Mayor Reuter requested Ms. Neel give him until next Wednesday to check things out and he would get back to her.

Former Kalama Mayor Pete Poulsen gave the Council recognition for the good job they are doing and moving forward for the good of the community. He noted he wanted them to know they are appreciated.

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Mike Reuter addressed the City having pulled all the signs that were placed around the town within the City limits. He noted the City has also asked WSDOT and County to remove signs. These are service, political, and for sale signs. WSDOT and the County don't allow signs in the right-of-way and neither does the City. Director of Public Works noted that signs are not allowed in the blub outs as it is a line of site issue. There are only a few types of signs that are accepted. Signs can be on private property, just not the right-of-way. Mayor Reuter noted he felt they were getting out of hand and looking cluttered, so the City needs to enforce the code.

B. Councilmember Mike Truesdell had no report.

C. Councilmember Sandra Macias thanked the community for the events during the holidays including the wonderful Santa cruise.

D. Councilmember Mike Langham had not report.

E. Councilmember Rosemary Siipola was absent.

F. Councilmember Mary Putka reported the Chamber was relaxing after the boat festival, but would getting active again.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee explained to the Council that there is a 2% lodging tax that goes to the County rather than the cities where it is raised and only Cowlitz and Snohomish counties receive this revenue. In all other counties the cities receive these funds which can be expended on tourism activities. Kelso has requested Senator Takko to take legislative action to request this be changed and will be requesting endorsement from the other cities in Cowlitz County. Administrator Smee worked with Kelso and other cities, but were unsuccessful in negotiating with the County to allow the funds to go to the cities. He thinks it is a good idea that would benefit the city and provide for funds for the other events like the boat festival. We could do more. The new amphitheater will also draw more tourists. The taxes are generated by the hotel/motels in the cities and are only to be used to attract tourists to stay in those facilities, so it should be controlled by the jurisdictions where it is raised.

Administrator Smee reported the School project is moving forward with the preliminary issues of seeking a conditional use permit and SEPA in preparation of getting the building permit. The Police station has had the siding start to go up and interior paint will begin next week. He noted the steel siding is a local Steelscape product. Across from the Sunset Terrace Subdivision the Council just approved is Cedar Springs which will be moving to hearing before the Planning Commission in the next month or so. The Commission will review and make recommendations back to the Council. In January the Planning Commission will continue to look at code updates for downtown in regards to the adopted economic development plan. Downtown business owners are still advocating for stormwater work to make the water flow out of town which includes cleaning the WSDOT ditch from west Third Street north to the Kalama River. The and the City are hoping to get transportation and/or other funding to clean sediment from the ditch. They will be having a surveyor out to look at it. WSDOT is working on removing the beaver dams and relocating the beavers to another area.

B. Director of Public Works Kelly Rasmussen reported the crew replaced a pump that was only 1 -2 years old at the Meeker Drive sewer pump station. The station was built in the mid-70's. The City will be working with the port on a design for upgrading the station to address the growth and future growth on the East Port property. Request for bids will be going out for the Green Mountain waterline replacement. Once the City has Department of Health approval for the Cloverdale pump station that will go out to bid. Provided the property acquisition is completed this year, bids for the new reservoir at Green Mountain will go out toward the end of the year. The crew will also be working on rerouting the waterlines on Ninth and Cedar Streets in the area around the new school construction with the vacation of Eighth Street. Councilmember Sandra Macias thanked Kelly for getting additional cardboard containers at the recycling area at the shop. Director Rasmussen noted that Kevin Bluhm will be providing one day of surveying to address the ditch issues and get the elevations and depths to deal with the stormwater concerns.

C. Police Chief Ralph Herrera presented his statistical report for 105 calls for service with 16 reports including the slashing of tire on one of the City's Police car. Officer Kaplan is progressing well in training. He will be going to Woodland in a couple of week for cross training

which provides exposure to a higher volume and variety of calls. Chief Herrera noted there is now a new link for public records on the Police webpage which will allow for responses to be timely and efficient.

D. Clerk/Treasurer Coni McMaster noted that Librarian Louise Thomas retired as of January 2nd. The open house yesterday was well attended. Clerk McMaster presented an annual statistical report on the activities in the Finance Department covering building, planning, utility, and licensing. There were 168 Building and Planning permit/applications, 348 business licenses, 192 dog licenses, and 27,000 plus utility bills issues. 35% of the utility payments and 9.4% of business and dog license fees were received via the on-line payment service. The Finance department processed 25,000 plus receipts, 14,000 plus invoices and processed \$2.2 million in payroll for the City. The staff deal with a lot in managing the operations of the City.

E. City Attorney Sam Satterfield noted his appreciation of the department heads in Kalama for the knowledge they have and how good they are to work with.

13. CONSENT AGENDA

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

Claims and Payroll Warrants #39856-39904 plus ACH/EFT payments for the Month of December in the amount of \$237,303.68, and

Approval of Minutes of the December 20, 2018 City Council Meeting

Councilmember Mike Langham seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Reuter adjourned the meeting at 7:36 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