

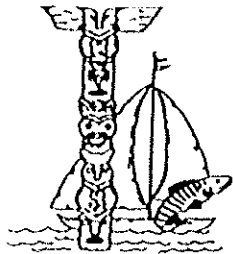
# City of Kalama

320 N. First St.  
Kalama, WA 98625



## City Council Agenda April 3, 2013 @ 7 pm

1. **OPENING** - Mayor Pete Poulsen
  - A. Flag Salute
  - B. Roll Call
  - C. Changes to the Agenda
  
2. **EXECUTIVE SESSION**
  
3. **PRESENTATIONS & AWARDS**
  
4. **PUBLIC HEARINGS**
  
5. **PUBLIC COMMENTS & CONCERNS**
  
  
6. **UNFINISHED BUSINESS**
  - A.
  
7. **NEW BUSINESS**
  - A. Intent to Annex from Craig Chilton – 42 Acres
  
8. **ORDINANCES & RESOLUTIONS**
  
  
9. **CORRESPONDENCE**
  - A. Public Works & Office Staff Thank you from Graydon Donner
  
10. **MAYOR & COUNCILMEMBER REPORTS**
  - A. Mayor Pete Poulsen – Mayor’s Report – COG Representative - Cow Co Tourism
  - B. Councilmember Mike Truesdell – Finance Committee
  - C. Councilmember Dominic Ciancibelli – Public Works & Planning Committee
  - D. Councilmember Mike Langham - Police Committee & 911 Board Representative
  - E. Councilmember Donald Purvis - Park Committee, Health Board Representative
  - F. Councilmember Mary Putka – Library Committee & Chamber Representative



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## City Council Agenda April 3, 2013 @ 7 pm

### 11. DEPARTMENT REPORTS

- A. City Administrator Adam Smee
- B. Superintendent of Public Works Kelly Rasmussen
- C. Police Chief Randy Gibson
- D. Clerk/Treasurer Coni McMaster
- E. City Attorney Paul Brachvogel

### 12. CONSENT AGENDA - *I move the City Council approve the consent agenda as presented.*

- A. Approval of Payment of Vouchers
  - 1. Claims Vouchers Totaling \$47,670.01 For March, 2013
  - 2. Payroll Vouchers Totaling \$77,698.66 For March 16 - 31st, 2013
- B. Approval of Minutes:
  - 1. Minutes of the March 20, 2013 City Council Meeting
- C. Other Consent Agenda Items
  - 1. Authorize City Administrator or Mayor to sign the contract with Vision Internet Providers for City website development

### 13. EXECUTIVE SESSION

### 14. ADJOURNMENT

# CITY OF KALAMA

# SIGN - IN SHEET

MEETING City Council Meeting

DATE April 3, 2013

NAME	ADDRESS	PHONE #	Do you wish to speak?	On What Subject?
BENI PURVIS	KETV			
JEFF RICHMAN	KALAMA PO 1132 Woodland	360-772-0031		
Andy Presten	<del>Kalamazoo</del> Woodland			
Genig McHou	115 Betty Hill Rd	360-772-5914	?	

Please speak clearly enough for the tape to pick up your voice or step closer to the Council Desk. Thank you. Please sign in for the record. Signing in does not mean you must speak but to address the Council you must sign in for the record. When recognized please state your name and address. Your comment could be subject to a time limit at the discretion of the Mayor.

**CITY OF KALAMA  
CITY COUNCIL MEETING  
APRIL 3, 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, Don Purvis, and Mary Putka. City staff present were City Administrator Adam Smee, Superintendent of Public Works Kelly Rasmussen, Clerk/Treasurer Coni McMaster, and Police Chief Randy Gibson. Members of the public present are listed on the sign-in sheet.

Approval of the contract with Vision Internet for updating the City website was added to the consent agenda.

**2. EXECUTIVE SESSION - None**

**3. PRESENTATIONS & AWARDS - None**

**4. PUBLIC HEARINGS - None**

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

**6. UNFINISHED BUSINESS - None**

**7. NEW BUSINESS**

**A. Intent to Annex from Craig Chilton – 42 Acres**

City Administrator Adam Smee introduced Craig Chilton the owner and representative of the other owners of the property being discussed. This is on the east end of town contiguous to the current City limits. The property has a great potential for future development. Staff recommends the City accept the intent to annex. Councilmember Mary Putka made a motion the City Council accept the intent to annex from Craig Chilton. Councilmember Mike Langham seconded. There was some discussion concerning the property on the west side of the annexation area and whether it could be included. The Boundary Review Board can change the annex, but the City doesn't control that. This area contains various property owners with existing homes. Mr. Chilton explained there are not definite plans for the site right now. The site can be developed, so the owners are keeping their options open to maximize the potential for the property. Any development could require water and sewer. The motion carried.

**8. ORDINANCES & RESOLUTIONS - None**

9. CORRESPONDENCE

- A. **Public Works & Office Staff Thank you from Graydon Donner**

10. MAYOR & COUNCILMEMBER REPORTS

A. **Mayor Pete Poulsen** reported on the progress in planning the 125<sup>th</sup> Anniversary event which is two and a half years away. It will be a 3 day event with a Strawberry Festival, the tall ships, a train on display, historic reenactments, and a community picnic. The committee is meeting at 4:30 on the first Tuesday of every month at the Community Building. Also on June 1<sup>st</sup>, there will be a Chocolate, Wine and Blues event at the Community Building as a fundraiser for the building.

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

C. **Councilmember Dominic Ciancibelli** reported that Cowlitz PUD has provided new 3 phase power to the lower Cloverdale pump station which should be live on Thursday. This should resolve the electrical issues that have damaged the pumps there. He added that Superintendent of Public Works Kelly Rasmussen had completed the annual Water Use Efficiency report for Department of Health which indicates a 6.3% water loss in 2012. This is down from 2011 and anything below 10% is considered good.

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

E. **Councilmember Donald Purvis** reported he attended the Public Health Advisory Board where they are forming a committee to look at how to use the new Mental Health tax implemented by the County.

F. **Councilmember Mary Putka** reported that Wordcatcher is two weeks away. The event banner has been received and there is a raffle for a wine and chocolate basket. Tickets are available at the Library.

11. DEPARTMENT REPORTS

A. **City Administrator Adam Sme**e reported the end of quarter budget is complete and is looking good with everything within budget. He noted he has been doing a lot of reading on SEPA, Shorelines, and Flood Plain to address these issues in code updates and as they related to the Port East Port Project. He added that he will be presenting draft zoning code update information from the Planning Commission for the Council to review with a workshop to be held in May. The Commission has worked hard on this project and he wants to see it progress smoothly to completion in June. Adam also noted that there have been 7 new home permits, so things are beginning to happen in the area.

**B. Superintendent of Public Works Kelly Rasmussen** presented a written report, noting that the crew handled things very well while he was on vacation. The Department is preparing for spring with making repairs and doing maintenance on mowing equipment and the backhoe as well as some work at the Wastewater Treatment Plant. They have done some clean up at the Community Building and around town. A new bench honoring Stan Johnson was placed at the corner of First and Cedar. Kelly has also completed the Consumer Confidence Report for Department of Health to review.

**C. Police Chief Randy Gibson** provided the statistical report noting that one case provided a test of the new procedure for searches with the drug dog, after the change in the marijuana laws. He added that Sgt. Parker has been recertified as a Taser instructor.

**D. Clerk/Treasurer Coni McMaster** provided the March Treasurers report and the 1<sup>st</sup> Quarter report to the Council. As was noted earlier, the departments are all within budget and doing fine. The TIB 4<sup>th</sup> Street project has been finalized and the funds received. Also AWC insurance paid off on the claim for the electrical surge damages at the sewer plant. Coni noted that a year ago the Council was discussing placing reserve funds into a bond to allow for a better return on the investment. While the City is a cash basis, the earnings will not be reported until the bond is cashed, but as of March 31<sup>st</sup> the value of the funds has increased by over \$10,000. Coni reported that the new on-line bill payment option is up and running. It works well, providing some time savings for the staff, which should increase with usage. The system also provides for ebills regardless of how the bill is paid.

**E. City Attorney Paul Brachvogel** was absent.

12. **CONSENT AGENDA**

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


1. Claims Vouchers Totaling \$47,670.01 For March, 2013
2. Payroll Vouchers Totaling \$77,698.66 For March 16 - 31th, 2013
3. Minutes of the March 20, 2013 City Council Meeting
4. Authorize City Administrator or Mayor to sign the contract with Vision Internet Providers for City website development

Councilmember Don Purvis seconded the motion. It was clarified that this is a total revamping of the City 's website with a focus on marketing the community, at a cost of \$20,000 which is to be funded from the Big Idea funds. The motion carried.

13. **EXECUTIVE SESSION - None**

14. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 7:54 p.m. These minutes are not verbatim. A copy of the tape can be made available for listening.

Handwritten signature of Pete Poulsen in black ink, consisting of two large circles above the name.

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Pete Poulsen - Mayor

Handwritten signature of Coni McMaster in black ink, written in a cursive style.

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Coni McMaster - Clerk/Treasurer