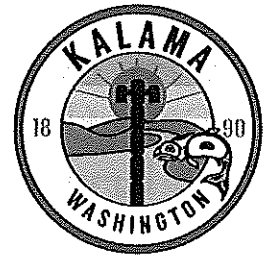


**City of Kalama
City Council Agenda
February 21, 2019 @ 7 pm**



1. OPENING - Mayor Mike Reuter
 - A. Flag Salute
 - B. Roll Call
 - C. Changes to the Agenda
2. EXECUTIVE SESSION
3. PRESENTATIONS & AWARDS
4. PUBLIC HEARINGS
5. UNFINISHED BUSINESS
6. NEW BUSINESS
 - A. Gray & Osborne Engineers Contract Addendum #5
7. ORDINANCES & RESOLUTIONS
8. PUBLIC COMMENTS & CONCERNS (3 minute limit)
9. CORRESPONDENCE
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
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

**City of Kalama
City Council Agenda
February 21, 2019 @ 7 pm**



12. CONSENT AGENDA - *I move the City Council approve the consent agenda as presented.*
 - A. Approved for payment are: Claims and Payroll Warrants #40025-40072 including void/reissued warrants plus ACH/EFT payments for the Month of February in the amount of \$ 422,126.49
 - B. Approval of Minutes of the February 7, 2019 City Council Meeting
 - C.
13. EXECUTIVE SESSION - Potential Litigation Issue
14. ADJOURNMENT

**CITY OF KALAMA
CITY COUNCIL MEETING
FEBRUARY 21, 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 Sandra Macias, Mike Dennis Langham, Rosemary Brinson Siipola, and Mary Putka. Councilmember Mike Truesdell 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

7. NEW BUSINESS

A. Gray & Osborne Engineers Contract Addendum #5

Director of Public Works Kelly Rasmussen explained the proposed addendum is for the engineers to design the City's waterline replacement as they work with the County's project to straighten out a portion of Confer Road. The project will require the water line to be moved and there will have to be a bypass in place during the road construction. All of this will need to be engineered. The City has been working with the County to include the cost of the waterline in the construction costs, but we will pay for the engineering. The project is beyond the normal scope of services included in the current engineering agreement. There are some federal dollars through the state for regional transportation purposes available for the project. Administrator Adam Smee added that the project has been planned for a while by the County. If the County doesn't work with the City it could be a costly issue for us to have move and replace waterline. The City doesn't have much choice as the waterline is in the road way, so we need to be ready when the County is. There is a potential for rock in that area making any digging expensive and challenging.

Mayor Reuter asked if there would be any additional costs to the City. Administrator Smee replied there could be. The County project includes a creek crossing and the one intersection is on solid rock. The waterline is in the road base and should the City have to cut into the roadway they would have to repair it. So, this would be an issue if the City were to do

the replacement after the County does the road. The County is doing the project for safety reasons, fixing some site distance and vision issues. The County will have jurisdiction for road closures and working around the creek. This addendum is just authorizing the engineering for relocation of the waterline in Confer Road and hopefully our only cost. It has been what staff has been working with the County and hoping for. Councilmember Rosemary Siipola made a motion the Council authorize the mayor to sign the addendum for the Cloverdale Road and Confer Road Waterline Relocation project with Gray and Osborne. Councilmember Mike Langham seconded and the motion carried.

8. ORDINANCES & RESOLUTIONS - None

9. PUBLIC COMMENTS/CONCERNS

Ms. Linda Dolph, Kalama resident, stated she participated in tour with Becky McCray last week and is here to discuss and jump on board with some of the suggestions. One of the suggestions was murals and while there is not a lot of blank space there are many empty windows in town. As an organizer of the Heritage festival which is in late June, they would like to do some heritage based murals in June to help draw the interest in the event and to draw participation to the City side of I5. What kind of rules would there be for this kind of activity and would it be allowed? Councilmember Rosemary Siipola stated there no prohibition on what could be put in the windows and she would like to see this. Ms. Dolph noted they would try to find building owners that would let them use their space and would appreciate any contacts the Council might have. The brown building is owned by Jim Hendrickson and it would be a great site. There was discussion that having some kind of protocol or guidance would be good to keep from having just anything all over town. City Administrator Adam Smee noted they need to be sure the property owner will allow and understand these would be temporary from 30-90 days. It was asked if the Planning Commission should be involved and Administrator Smee didn't think it was necessary at this time. Ms. Dolph then asked about the "Pop up" businesses that could maybe fill empty lots and spaces and if the City has any guidelines for these. Administrator Smee noted that if was under the income ceiling for business licensing should be okay, such as a farmer's market. It they were to be inside a building it would be something different. The building needs to have an occupancy permit and a few of the empty spaces currently don't. He noted that the City is willing to work with someone who has an idea on a trial basis as we look how these could develop.

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Mike Reuter commented on the flooding event. He noted the City really stepped up and kept it controlled. The staff was just terrific in all departments and it was incredible in seeing how it all worked behind the scenes. There was good communication efforts to be sure the public was informed throughout the event.

B. Councilmember Mike Truesdell was absent.

C. Councilmember Sandra Macias agreed that everyone pulled together to deal with the flooding. She got a call at 6am from Chief Herrera and was able to get it out on facebook. She encouraged everyone to talk to others about liking the website and facebook pages so the information is accessible. The County DEM as well as citizens were able to share the posts and spread the word. It worked and worked well. It was noted that one post was seen by over 18,000. By following it on facebook it helps the staff to make calls and support the crew on the street.

D. Councilmember Mike Langham had no report.

E. Councilmember Rosemary Siipola attended the regional transportation meeting and they have some funding available which she will talk to staff about. She also attended the Port Commission meeting.

F. Councilmember Mary Putka reported on the Chamber meeting where Chief Herrera gave a good presentation about safety at home and in your businesses. It's basic as to lock your car and don't leave things in plain sight or just being sure there are lights on inside businesses. School Superintendent Eric Nerison also discussed the school construction plan. Upcoming events are a mixer on March 29 at Ella Gray, the Chamber Dinner on March 23rd at 5:30 with theme of "Kalama, Where the Magic Happens". On March 10th the school will host a fundraiser celebrating Twilight in Kalama. It is the 10-year anniversary of the filming of the movie here in Kalama.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee noted the emergency declaration the Mayor signed on the morning of the flooding which once in place allows for the distribution of resources to the public. In this case it was mostly sandbags, but the City can't just give them away without the emergency declaration. The City also mobilized some emergency work on a culvert that had collapsed on Douglas Street. A contractor and our crew worked earlier in the week to get the work completed so access by emergency vehicles and garbage trucks is once again available. The final paving will be done in the summer. Administrator Smee believes the City can now close the declaration. He noted that with these events the call to create a communication network is presented. While it is a great idea the City does not have staff to make the calls. The County Department of Emergency Management (DEM) already has the platform and the ability to take the necessary actions and make the notifications. They make contact by text, email and phone. Citizens just need to sign up. The City can utilize DEM resources very easily. DEM can use Reverse 911 which works but not everyone answers. 20% is good. Register with them for notifications. They may have the ability in the future to blanket a region via satellite. He thanked DEM Director Ernie Schnabel and his staff. Ernie even delivered sandbags to the City so they could be filled. They are very good at what they do.

B. Director of Public Works Kelly Rasmussen reported on the flood event noting that it did stay dry in the downtown corridor. This is the third time in the last four years the City experience this kind of rain and storm surge and it was the best outcome. The work the City

has done on the system in the last 3 years including the upsizing of culverts on the north end of town and finding the one stormwater line, adding a manhole so it could be used effectively, worked to keep the water out of the Post Office parking lot and other low spots in town. The issue was too much volume for the culvert at China creek which has two 90 degree sweeps and goes under I5 and out to the marina, but we were able to contain the water to that zone. The drains worked, and were not plugged, but there was just too much water that needed time to drain through the system. The landslides on Kalama River Road added a lot of mud into the river creating an issue with turbidity at the water treatment plant which is why the City requested conservation. With it being winter, the City could shut the plant down to avoid the issues the mud creates and use the water stored in the many reservoirs. There is enough storage for the lower demand this time of year, but need to conserve usage. Director Rasmussen explained that years ago the sewer lines on the south side of Elm Street were replaced, but lines north of Elm are still in need of replacement. The old lines allow stormwater to seep into the sewer lines and during a large storm event this creates a heavy flow to the sewer plant. In just the one day the plant pumped 2 million gallons due to the heavy rains when normally it is 300,000 gallons. The level at the plant was beyond the pumping capacity which could create a surcharge back into the system. This is why the City made request to plug the toilets in the downtown area as an effort to avoid damages if it happened. The City purchased trash pumps to help the plant which helped to advert any big issues. He would recommend that the business put in check valves that will close of the sewer line plus a gate valve as a second line of defense to protect their buildings. While it was inconvenient, the business owners understood the needs and weren't angry. We were being proactive. The stormwater issues are complex and will take time and money to solve. The City wants to partner with the business owners to solve the problems. The businesses were all called and information was posted on the website and facebook. Mr.Yanez from WSDOT reported that Tuesday they removed 3 beaver dams from the I5 ditch. They walked the ditch after and found it flowing well. Director Rasmussen noted that you can see where the water level was reduced north of Oak street as much as 12 to 16 inches. The city crew will be working at cleaning the ditches after this last event. He is hopeful that WSDOT will see the need to do the work on their ditch annually. Other issues are keeping the crew super busy which included the replacement of the Douglas Street culvert. It wouldn't take any weight to drive over so it had to be repaired. Due to the configuration of the culvert and other utility lines they couldn't enlarge the culvert as much as they wanted to. Any jetting of the stormwater lines has to wait until dry weather or it becomes too costly, so it will be done at the end of the summer.

C. Police Chief Ralph Herrera presented his statistical report of 117 calls with 11 incident reports. They are working on two complex cases in hopes of making arrests in the near future. Officer Caitlyn Neill has moved on to the County and Officer Wong is now working solo. Officer Kaplan is doing well and should be solo by the end of March. If all goes well over the weekend, they will escort the Kalama Basketball team off to state finals next Tuesday morning. There will be a Cookies and Milk event at the Library on March 6th. Chief Herrera noted he is looking forward to the walk through of the new facility.

D. Clerk/Treasurer Coni McMaster reported the Finance department is keeping busy.

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 #40025-40072 plus ACH/EFT payments for the Month of January in the amount of \$422,126.49 and Approval of Minutes of the February 7, 2019 City Council Meeting


Councilmember Mike Langham seconded, and the motion carried.

14. EXECUTIVE SESSION


At 8:05, Mayor Reuter announced the Council would go into executive session to discuss an issue of potential litigation for 15 minutes. He invited the City Clerk and City Administrator to attend. The meeting resumed at 8:20 pm.

15. ADJOURNMENT

Mayor Reuter adjourned the meeting at 8:20 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

