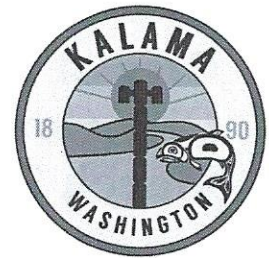


**City of Kalama  
City Council Agenda  
March 7, 2019 @ 7 pm**



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
  - A.
5. UNFINISHED BUSINESS
  - A. Gibbs & Olsen – Contract Addendums Construction Management  
Old Pacific Hwy Waterline – Cloverdale Pump House Projects
6. NEW BUSINESS
  - A. Ciancibelli Request – Parking Issues – Tabled to next meeting
  - B. Library Policy Manual
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

# City of Kalama City Council Agenda March 7, 2019 @ 7 pm



- C. Police Chief Ralph Herrera
- D. Clerk/Treasurer Coni McMaster
- E. City Attorney Sam Satterfield

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

A. Approved for payment are: Claims and Payroll Warrants #40075-40124 plus ACH/EFT payments for the Month of February in the amount of \$ 197,063.36

B. Approval of Minutes of the February 21, 2019 City Council Meeting

C. Appointment to the Library Board – Robert Schimelpfenig

13. **EXECUTIVE SESSION**

14. **ADJOURNMENT**

**CITY OF KALAMA  
CITY COUNCIL MEETING  
MARCH 7, 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, Mike Dennis Langham, and Rosemary Brinson Siipola. Councilmembers Sandra Macias and Mary Putka were absent. City staff present were City Administrator Adam Smee, 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**

Clerk/Treasurer Coni McMaster reported the Ciancibellis' requested the parking issue be moved to the next meeting as they could not attend due to illness.

**3. PRESENTATIONS & AWARDS - None**

**4. EXECUTIVE SESSION**

**5. PUBLIC HEARINGS - None**

**6. UNFINISHED BUSINESS**

**A. Gibbs & Olsen – Contract Addendums Construction Management  
Old Pacific Hwy Waterline – Cloverdale Pump House Projects**

City Administrator Adam Smee explained the amendments to the engineering services on the two projects is for the construction management. Both projects have been put out to bid with the Old Pacific Highway Waterline project ready to break ground soon. Staff thought this had previously been presented but it doesn't appear in the minutes. The Council needs to authorize him to sign the addendums. Councilmember Mike Truesdell made a motion the Council authorize City Administrator Smee to sign the addendums for the two projects, Old Pacific Highway Waterline and the Cloverdale Pump Station. Councilmember Mike Langham seconded, and the motion carried.

**7. NEW BUSINESS**

**A. Ciancibelli Request – Parking Issues – Tabled to next meeting**

**B. Library Policy Manual**

Clerk/Treasurer Coni McMaster presented the draft of the Library Policy Manual

the Library Board has completed. The Board has review and updated the police with most changes being housekeeping to update the policy to what is needed now. The biggest changes are the additional wording regarding donations and setting out a policy for exhibits in the Library. The Council does not need to adopt the policy but the Board wanted the Council to have the opportunity to review it. Councilmember Rosemary Siipola noted that she thought the revisions were good and it addressed concerns with exhibits and donations that had been raised in the past.

## **8. ORDINANCES & RESOLUTIONS**

## **9. PUBLIC COMMENTS/CONCERNS**

Lou Pilcher, Kalama resident, commended the Mayor as he is up early on the weekends and sees the Mayor out cleaning up the streets in the City.

## **10. CORRESPONDENCE - None**

## **11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS**

- A.** Mayor Mike Reuter had no report.
- B.** Councilmember Mike Truesdell had no report.
- C.** Councilmember Sandra Macias was absent.
- D.** Councilmember Mike Langham had no report.

**E.** Councilmember Rosemary Siipola reported she attended the Kalama Port Commission meeting. They did discuss the need for an electrical vehicle port charging station and the City will work with the Port for that to hopefully have one on both sides of the freeway. She commended Public Works Groundskeeper Kim Sibley for all the power washing the sidewalks. She does a great job downtown. She will attend a COG Economic Development Committee meeting next week and will on subcommittee for a revolving loan program to be implemented to help businesses. She also noted that she has been made Vice Chair of SWRTPO committee.

- F.** Councilmember Mary Putka was absent.

## **12. DEPARTMENT REPORTS**

**A.** City Administrator Adam Smee reported the City Crew fixed a leak on Spencer Creek water transmission main yesterday. The City was able to get it done without shutting off the water. He will attend the preconstruction meeting for Port project installing infrastructure at Spencer Creek Business park tomorrow. He and Director of Public Works Kelly Rasmussen have been working on several subdivisions addressing issues for construction drawings on Sunset Terrace, preparing for the public hearing on Cedar Springs next week before the

Planning Commission, and working with the developers of Columbia Point and Waters Walk 4 to address modifications on the extended plat. They are concerned with the timeline, as they only have 15 months left on the 30-month extension. Since the original plat was approved in 2007 and has received several extensions it is not likely to get any added extensions. They are looking at selling to another developer. They have modified the design and while some of the modifications may be able to be approved administratively, there are some significant changes that don't qualify for administrative approval, requiring it to go back to the preliminary plat review process. Administrator Smee noted that he likes the new design and thinks it is better. The School District is working on value engineering and how to deliver the product for the new school. He and Clerk/Treasurer Coni McMaster held interviews for the Library Director position. They worked with the Library Board to develop the job description before putting it out and received 12 applications. They narrowed it to four to interview. He delivered the recommendations to Mayor Reuter and hope to make the offer tomorrow with his approval. February has been closed and the budget is on track. Administrator Smee noted the City has been contacted by WSDOT about the ditch and will meet with them later this month to discuss what the next steps are to get it cleaned. He is glad they are willing to meet and have the discussion.

**B.** Director of Public Works Kelly Rasmussen was absent.

**C.** Police Chief Ralph Herrera presented his statistical report of 106 with 10 reports. The assault was a suspect kicking Officer Wong during an arrest. He has received feedback from several witnesses that commend Officer Wong for his handling of the situation. The Cookies with a Cop and Latchkey presentation went well. He also made a presentation to St Joseph's church on security and safety. Officer Kaplan will complete his field training at the end of the month as he is doing very well.

**D.** Clerk/Treasurer Coni McMaster report it is busy in the Finance office. As noted, she participated in the Library interviews. She is beginning the work on the annual report for 2018. She will be attending the WMCA Conference next week.

**E.** City Attorney Sam Satterfield had no report.

### **13. CONSENT AGENDA**

Councilmember Rosemary Siipola made a motion the City Council approve the Consent Agenda including:

Claims and Payroll Warrants #40075-40124 plus ACH/EFT payments for the Month of February in the amount of \$197,063.36,

Approval of Minutes of the February 21 2019 City Council Meeting, and

Approval of the Library board appointment of Robert Schimelpfenig.

Councilmember Mike Langham seconded, and the motion carried.

**14. EXECUTIVE SESSION - None**

**15. ADJOURNMENT**

Mayor Reuter adjourned the meeting at 7:28 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**

