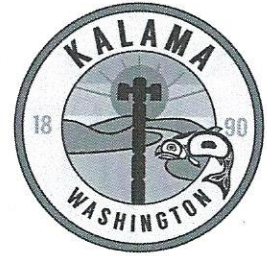


City of Kalama City Council Agenda April 4, 2019 @ 7 pm



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. Stormwater - Downtown Drainage Improvements - G&O Recommendations - Addendum #6 - Design - \$18,700
 - B. Meeker Drive Lift Station - G&O Addendum #7 Design & CM - \$234,500
 - C. Tourism Funding Request - Twilight - Kalama Leadership Class
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 & Library
11. DEPARTMENT REPORTS
 - A. City Administrator Adam Smee
 - B. Director of Public Works Kelly Rasmussen
 - C. Police Chief Ralph Herrera

City of Kalama
City Council Agenda
April 4, 2019 @ 7 pm



- 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 #40181-40220 plus ACH/EFT payments for the Month of March in the amount of \$ 176,588.04**
 - B. **Approval of Minutes of the March 21 , 2019 City Council Meeting**
 - C.
13. **EXECUTIVE SESSION**
14. **ADJOURNMENT**

**CITY OF KALAMA
CITY COUNCIL MEETING
APRIL 4, 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 and requested a moment of silence for Shirley Lowman to follow.

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 Sgt. Steve Parker. 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 added the Gray & Osborne Addendum #7 and the Tourism Request from the School under new business.

3. PRESENTATIONS & AWARDS - None

4. EXECUTIVE SESSION - None

5. PUBLIC HEARINGS - None

6. UNFINISHED BUSINESS - None

7. NEW BUSINESS

**A. Stormwater – Downtown Drainage Improvements – G&O
Recommendations – Addendum #6 – Design - \$18,700**

Director of Public Works Kelly Rasmussen presented a report from Gray and Osborne Engineers providing options for addressing the stormwater issues in downtown. The addendum is for design of the project at a cost of \$18,700. There are copies of the report available for the public. Briefly it identifies the work that needs to be done right now and gives two options for addressing increasing the size of the current pipes, correcting the slope of the drainageways, and dealing with the fiber optic cables and utilities in the areas. Option A costs \$180,000 including construction, construction management and contingency which is the preferred option. The area is behind the Library building and telephone company along First Street to Geranium. Four-inch pipe would be replaced with 12 to 16-inch pipe which would make a huge improvement. Ms. Dena Ott noted that the City would also be doing a second project to clear outfall in the ditch to Oak street. Director Rasmussen confirmed this is a scheduled maintenance project. Councilmember Rosemary Siipola made a motion the Council approve Gray and Osborne Addendum #6 for the downtown Drainage Improvement Design for \$18,700.

Councilmember Mary Putka seconded and the motion carried.

B. Meeker Drive Lift Station – G&O Addendum #7 Design & CM - \$234,500

City Administrator Adam Smee presented the information from Gray and Osborne for the costs related to the design and construction management for the replacement of the Meeker Drive Sewer Lift Station. The current facility was built in the 1970s and is a fiberglass structure housing pumps that have been upgraded, but are very difficult to service. With the addition of the developments at Haydu Park and the Port's Spencer Creek Business park flowing into the facility it will require up-sizing. Under the development agreement with the Port, they are responsible to cover the costs of upsizing facilities that will be affected by their development. Administrator Smee added the Port has included half of the cost for design of the station in their budget and this will get the project moving forward. He hopes the Port will approve the amount at their next meeting. This addendum includes both engineering design and construction management for a total of \$234,500. If the Port agrees to partner half of this will be the City's cost. Councilmember Mary Putka made a motion the Council approve \$234,500 for the design of the Meeker Drive Lift Station – Gray and Osborne Addendum # 7. Councilmember Mike Langham seconded, and the motion carried.

C. Tourism Funding Request – Twilight – Kalama Leadership Class

Clerk/Treasurer Coni McMaster presented a request from the Leadership Class at the school for tourism funds. As reported by Councilmember Mary Putka at the last meeting the School put on a successful Twilight event in March and are planning to make it an annual event. One of the key scenes filmed in Kalama involved an older model truck and this request is to purchase such a truck to use at all events to promote Kalama. It would be a school project to paint it to represent the truck from the film. In looking at the statutes for tourism funds, this could qualify as a promotion or even a float for the parades if it is agreed as to how it can be used. Ms. McMaster feels it is a good idea if meets the criteria and if other organizations such as Envision or the Chamber are willing to contribute as well. City Attorney Sam Satterfield stated that an agreement for its use and ownership could set the criteria if the Council wants to proceed with looking at a partnership and agreement. Based on the consensus of the Council, staff will proceed with defining the criteria and working on an agreement.

8. ORDINANCES & RESOLUTIONS – None

9. PUBLIC COMMENTS/CONCERNS - None

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Mike Reuter had no report.

B. Councilmember Mike Truesdell was absent.

C. Councilmember Sandra Macias noted that the City should be appreciative of all the hard work done by the crew and how valuable the staff is here in Kalama.

D. Councilmember Mike Langham had no report.

E. Councilmember Rosemary Siipola reported she and Mayor Reuter attended the AWC Small Cities meeting in Stevenson earlier in the week. There is a lot going on throughout the state. She also testified at the Legislature last week on the Hotel/Motel taxes explaining that if the change is made for the City to receive all the lodging tax funds, it is the plan to continue to have regional approach to tourism and work with the County. Councilmember Siipola noted she is working on statewide traffic safety commission plan for next year.

F. Councilmember Mary Putka reported that the Chamber Dinner was a good event. Local business owner Dena Ott was named citizen of the year and the Totem award went to Kalama Koffee. She also noted that there are now student body representatives attending the Chamber and Envision meetings.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee publicly thanked Mr. Dan Ohall who was in attendance for the new sign for the History House directing the public to the displays inside the lobby of City Hall. His time and work are very much appreciated. He reported he attended a webinar on potential funding for car charging stations which the City is investigation at the request of the Mayor. The new building department vehicle has been received and it came in under budget. It will also serve as an administrative vehicle for training travel. Staff needs to move forward with getting the City flags made. He and Kelly have attended meetings with developers of the Chilton Development of 123 acres on top of China Garden Road, and Eagle Cliff Estates on Meeker which may come to request an additional extension for its new owners. The preliminary plat applications for Cedar Springs will be on the next agenda for the Council to review. The City has received an application for a Highway commercial development at River Ridge Lane, behind the Rebel Truck Stop which is being reviewed by the City Planner and engineers. The development of the road is the first hurdle for this development which will begin with a storage unit facility with a possible RV Park in the future. There will be a meeting with the School as they have had to scale down the project due to the increasing costs. Some elements will be phased or eliminated to keep it in budget. The Assistant Library position has been posted. The City had one of the investment bonds called and reinvested those funds. Administrator Smee continued that he and Kelly met with WSDOT regarding the outfall areas. They are working to get all the approvals to continue the work but are dealing with some environmental issues with Department of Fish and Wildlife on habitat and vegetation. Progress is being made but it may not be everything the City wants. WSDOT is aware they have a problem and are working to help alleviate it. They are still working on a plan on how it be addressed in the future. The City will dredge our portion, removing the sedimentation. Local business owner Dena Ott noted she has contacted the local legislator, so they may have some help with the permitting processing. The City will do a walk-through of the police facility with contractor and designer next week. April 18th is the contract end date, and the contractor is extremely motivated to complete it on time. Chief Herrera will be back next week

for the walk through. He added will be attend a Planners Forum in Stevenson on the growth management act and what it means for Kalama.

B. Director of Public Works Kelly Rasmussen presented his written report. The construction on the Old Pacific Highway water line has begun. The contractor has 95 calendar days to complete the project but they do not think it will take that long. He suggested everyone use alternative routes for the next 4-6 weeks when possible as there may be 10 to 15-eminute wait times for lane closures. Director Rasmussen reported that crewperson Bryce Draybek did very well on his cross-connection exam scoring 91/100. He needed at least 70% to pass. He is a very bright and aggressive employee who wants to do more. In the future he will be given more responsibility including taking over the cross-connection reporting and monitoring. Director Rasmussen plans to have Bryce attend the Southwest Regional meeting with him later in the year. The Cloverdale Pump Station project is being finalized with work beginning in May. Utility worked delayed the beginning of the Kalama River Road area construction at Spencer Creek Business park, but it should begin next week. New badges for the crew have been received which are better identifiers when the crewmembers have to respond during the night or after hours.

C. Police Sergeant Steve Parker presented the department statistical report with 144 calls resulting in 22 reports. Most of these are average types of calls. Sgt Parker noted that Office Tyler Kaplan has completed his field training and is now patrolling on his own.

D. Clerk/Treasurer Coni McMaster reported it has been busy and she is working on the annual report. She noted that the loss of Shirley Lowman is a blow to the Community and her condolences are with the family.

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 #40181-40220 plus ACH/EFT payments for the Month of March in the amount of \$176,588.04, and Approval of Minutes of the March 21, 2019 City Council Meeting. Councilmember Mike Langham seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Reuter adjourned the meeting at 8:06 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

