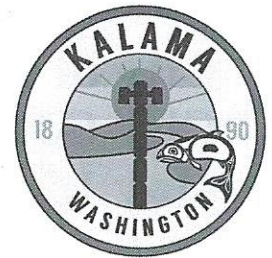
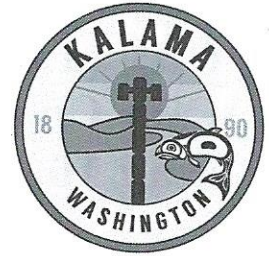


**City of Kalama
City Council Agenda
May 16, 2019 @ 7 pm**



1. **OPENING** - Mayor Mike Reuter
 - A. Flag Salute
 - B. Roll Call
 - C. Changes to the Agenda
2. **EXECUTIVE SESSION**
3. **PRESENTATIONS & AWARDS**
 - A. Certificates of Appreciation to Branding Committee
4. **PUBLIC HEARINGS**
5. **UNFINISHED BUSINESS**
6. **NEW BUSINESS**
 - A. Engineering Services – Addendum General Services with G&O
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
 - G.
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
May 16, 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 #40330-40387 plus ACH/EFT payments for the Month of May in the amount of \$777,883.55**
 - B. **Approval of Minutes of the May 2, 2019 City Council Meeting**
 - C.

13. **EXECUTIVE SESSION**

14. **ADJOURNMENT**

**CITY OF KALAMA
CITY COUNCIL MEETING
MAY 16, 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, Rosemary Siipola, and Mary Putka. 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

A. Certificates of Appreciation to Branding Committee

Councilmember Sandra Macias, who organized and facilitated the Branding Committee, presented the City Flag and provided certificates to the committee members. With the help of the Mayor, Councilmembers and City Administrator certificates were presented to Hillary Elliot who is the designer of the Logo and flag, Mathew Merz, Joy Greenberg, Linda Dolph and Coni McMaster. Committee members that were not present were April Hoffman, Dan Pollacek, Jennifer Steward, Erica Moon, Liz Newman, and Taryn Nelson. Their certificates will be presented either at a Chamber or School meeting or sent by mail. Councilmember Macias noted the Committee was made up of members representing the area included in the 98625 zip code and not just inside the City. They worked together to draft a mission and vision as well as the logo which was then presented by ballot to the rest of the citizenry. Over 300 votes were cast to choose the final logo and vision and mission statements. Kalama will now have a flag to participate in the presentation at the Association of Washington Convention. The project developed from listening to the questions that people were asking about what is the official logo or what is Kalama's vision. She thanked all that voted and all that worked on the project. Clerk/Treasurer Coni McMaster noted that the project would not have happened if not for Councilmember Macias who deserves the credit for pulling it all together. Councilmember Macias noted she enjoyed the project tremendously.

4. EXECUTIVE SESSION

5. PUBLIC HEARINGS - None

6. UNFINISHED BUSINESS - None

7. NEW BUSINESS

A. Engineering Services – Addendum General Services with G&O

City Administrator Adam Smee explained that will the amount of development activity including new subdivision applications, as well as the Port and School projects requiring civil engineering review, the amount allocated for general engineering services has exceeded the not to exceed amount in the current agreement. These review services are reimbursed by developers so the City does recoup these costs, but they still pay Gray & Osborne directly. The increase requested is \$25,000, for a total of \$75,000 during the 3-year period of 2017 – 2019. The Council needs to authorize Mayor Reuter to sign the addendum. Councilmember Rosemary Siipola made a motion the Council authorize the Mayor to sign the addendum to increase the limit for engineering services by \$25,000. Councilmember Mike Langham seconded, and the motion carried.

8. ORDINANCES & RESOLUTIONS - None

9. PUBLIC COMMENTS/CONCERNS - None

10. CORRESPONDENCE - None

11. MAYOR’S REPORT & COUNCILMEMBERS’ REPORTS

A. Mayor Mike Reuter noted the great grand opening event for the new Police Facility. Chief Herrera did a great job organizing it and acting as a tour guide of new building. He voiced his appreciation for all the work the Chief and City Administrator Adam Smee put into the project. Councilmember Mary Putka noted the excellent comments Mayor Reuter made at the ceremony and thanked him for his support of the project.

B. Councilmember Mike Truesdell noted he has been on the Council 10 years and acknowledged all that has been done. He noted that each Councilmember brings something to table - Mary quietly get things done, Rosemary pushes to get things through, Mike makes us think and Sandra pushes us and makes us whole. Regretfully, due to constraints on work and family, this will be his last meeting as he is resigning effective tonight. It was noted that Mike has had some major changes in his life with not only a new job but a new marriage. He made adjustments and tried because his heart is here but he needs to take care of family. Councilmember Rosemary Siipola thanked Mike for hanging in as new Councilmembers came on that pushed and for making the tough votes. All the Council wished him well.

C. Councilmember Sandra Macias commented that it looks like Kalama is moving into the future with the completion of the Police facility. Closing a chapter on the past and moving forward. Kalama’s future is bright and hopefully we embrace it and go forward. She encouraged the public to ask questions, send emails to Council and staff to get the information. The facts matter, so don’t go with hearsay but check it out.

D. Councilmember Mike Langham stated it was worth the battle to get the station

built and Kalama will only be stronger because of it. It all came together.

E. Councilmember Rosemary Siipola recognized that the late Chief Randy Gibson brought the idea to use the site at the last meeting he attended before his death. This was his vision and it finally came together. His name on the wall will carry his memory forward. Chief Gibson did much to improve the Police department and Chief Ralph Herrera continues that trend. She noted that the site was not liked by the public, but we needed to do it and we did. This prepares the city for the future. We aren't losing the small-town feel, but we are growing. She offered her congratulations to the Chief and the department with the wish they all stay safe and come home and thanking them for their service.

F. Councilmember Mary Putka added her support of all the comments, noting the department is great to work with every day. She reported that the Library is doing great. She is very pleased with the decision to hire Elaine Bystrom to run the library. There is now a positive energy and wonderful atmosphere in the Library.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee reported that development activity is increasing and it takes a lot of review and time which includes environmental, civil engineering, and stormwater analysis. There are currently 5 major projects going on which is exciting. The Planning Commission has completed the code amendments for downtown and now need direction on what to focus on next. He would like to suggest having them look at some site planning code for different options. Current code addresses a master plan or preliminary plat for subdivision, but smaller projects don't have a great process to ensure the needs for the community are met which can be frustrating to developers. It would be helpful if we can set up a format and procedures that outlines the triggers for different pieces of the process. Staff is working on a rough sketch to start. The Planning Commission could work on developing a code to move this forward. He will bring an outline to next meeting. He wants the Council to see the importance and problems that need to be addressed. The City is seeing more multi-family and some commercial that we haven't had before so we need to be prepared for it.

B. Director of Public Works Kelly Rasmussen presented his written report. He congratulated the Chief for struggling through the building and moving process understanding that we don't see what happens in the back ground to keep regular operations going while dealing with all this. He noted that while he was on vacation, Field Supervisor Chad Moon did a fabulous job. There were no emergency phone calls or major issues. The crew has accomplished getting the new water main at the Port T-Barge site on Hendrickson operating which will provide water into the future. Groundskeeper Kim Sibley is working hard downtown which looks fabulous. There are 11 reservoir sites she also takes care of. The Meeker Drive pump failed this last week and the crew responded and replaced it. This is under design for replacement next year. It was built in 1970 and needs replaced which will be done in conjunction with the Port improvements for Spencer Creek Business Park. Director Rasmussen reported he completed his water efficiency report which shows 17% of lost water well above the 10% goal. The City had a major leak on NW 3rd last year on a very old steel line from the 60's. It has been valved and shut down. Hopefully repairs along with

conservation the loss will go down. The department has purchased a new service truck and a used PUD bucket truck. The bucket truck will be helpful to trim trees and change out street lights, which the City has to hire a lift or request help from the Telephone Company. Cowlitz PUD surplused it to us for \$10,000. The Old Pacific Highway waterline is completed where they upsized a 4-inch to 8-inch waterline out by Rebel. Clark and Sons have begun work on replacing the Cloverdale pump station having made the road crossing. There is a lead time on getting the new pump, but they hope to have it completed by August. There will be a generator on site to address power outages so the pump will continue to feed 3 reservoirs. The to-do list is long with a lot going on. He is working with local architect Jim Bain to design the Maruhn Memorial for up above the new station. The 6-year street plan will have a public hearing in June. He will be publishing for a request for proposals for engineers and for diving inspectors for the reservoirs. The City will do Street work on Elm Street this summer with new asphalt. Using the TBD funds, they will be making improvements to Birch Street from Military to S Seventh, South Sixth Street, and part of South Eighth Street, and Eighth and Tenth Streets to Birch. He is working with the engineers and TIB on the rebuilding of Tenth Street which will require a complete replacement estimated to cost \$1 million per block. The crew at the WWTP took down one basin to remove debris and clean the diffusers which is needed maintenance to keep microbes alive. They will be replacing the Oxygen sensors and UV disinfection system in the near future.

C. Police Chief Ralph Herrera presented his statistical report of 158 calls with 10 reports. He feels blessed to be part of such a great team and knows the department would not be where we are without the dedication of the Council and the citizens. The result of Chief Gibson's vision is a great facility and he is glad to give tours to show what needs are now being met and how that reduces the City's liability. When asked about the parking and how many cars can fit into the back, he noted that a Chief's meeting was held at the station where he had them all park in the back. There were 18 vehicles parked in the back and they could still have cars pull through as well as the cars were able to pull in and out. For the grand opening overflow parking was able to be on Frontage Road. The Chief's Caribbean dinner supporting Shop with a Cop is on May24 at 6:30 and tickets are on sale now for \$15. Amalak donates all the materials and helps the Chief with the Dinner. Chief Herrera noted the speed limit changes on Frontage to 25 mph along the entire length. The freeway ramp is still where you accelerate to merge onto I5 which begins after the intersection at Oak Street. Currently they are monitoring it with education enforcement and warnings.

D. Clerk/Treasurer Coni McMaster reported the Annual report will be filed by the end of the month, and she is working on a water code update that has been on her desk for over a year to address concerns with policies and provide for more efficient operations. It should be ready for the next meeting. There will be a surplus sale at the Community Building on Friday from 10am to 2pm to try and sell all the shelving and surplus furnishings that need to be gotten out of the building. Clerk McMaster noted she attended a Southwest Washington Finance Officers meeting yesterday which included an update on the activity during this year's legislative session. The biggest issue for Kalama to be concerned with will be Initiative 976 on the ballot in November. This will lower the vehicle tabs to \$30 removing the option for the fees that fund the City's Transportation Benefit District. This is currently \$40 per vehicle that is collected when the tabs are renewed. It generates about \$100,000 a year which is completely

spent on local street improvements. Public Works will not be able to continue doing work on side streets if it loses this funding. Street operations and improvement reserves are not sufficient to meet these needs. There is a sales tax option that can be put out for a vote and some have passed, while others have not. Kelly explained how grant funding works and requirements for improving streets with engineering which increases the costs. He explained which streets qualify and which don't. Tania Gravina asked if there were other funds available. Clerk McMaster replied that there are no funds currently dedicated to streets. Any general funds that could be allocated would take funds possibly being utilized by other departments. Councilmember Sandra Macias asked if it is possible to get the effect on the City out to the public. As long as it is an informative document and only out to inform public it will not violate PDC rules. Staff was asked to develop an article with help from legal on the issue. Clerk McMaster invited all the candidates for the upcoming election to provide their email addresses to her at cityclerk@kalama.com so she can send them the upcoming Council meeting agendas.

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 #40330-40387 plus ACH/EFT payments for the Month of May in the amount of \$777,883.55 and Approval of Minutes of the May 16, 2019 City Council Meeting

Councilmember Rosemary Siipola seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Reuter adjourned the meeting at 8:10 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

MEETING SIGN-IN SHEET

MEETING: KALAMA CITY COUNCIL REGULAR MEETING

MEETING DATE: May 16, 2019

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. Please STAND - SPEAK CLEARLY and step forward. Thank you.

PLEASE CHECK AGENDA ITEM(S) YOU WISH TO SPEAK TO

| Name | ADDRESS | EMAIL OR PHONE NO. | Pub Hear ✓ | PUBLIC COMMENTS SUBJECTS NOT ON AGENDA Please List subject |
|-------------------|----------------------------|--------------------|---------------|--|
| Lou Fleck | 1051 N. 7 th ST | | | |
| Margaret Fendrick | 6429 old Pac Hwy S. | | | |
| Sonia Flynn | Taylor Rd, Kalama | | | |
| M French | Kalama | | | |
| Linda Dolph | Taylor | | | |
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