

**CITY OF KALAMA
CITY COUNCIL MEETING
JUNE 6, 2007**

1. OPENING

Mayor Pete Poulsen opened the City Council meeting at 7:00 p.m.

A. Flag Salute

Mayor Poulsen led those present in the Pledge of Allegiance.

A. Roll Call

Councilmembers present were Adam Smee, Chuck Hutchinson, Don Purvis, and Bud Gish. Councilmember Dominic Ciancibelli was absent due to illness. City staff present were Director of Public Works Carl McCrary, Police Chief Bruce Hall, and Acting Deputy Clerk Sue Seay. City Attorney Paul Brachvogel was also present. Members of the public present are listed on the sign-in sheet.

2. EXECUTIVE SESSION - None

3. CHANGES TO THE AGENDA - None

4. PRESENTATIONS & AWARDS - None

Mr. Rob Barrentine of Architects Barrentine, Bates & Lee, arrived shortly after 7:00 p.m. and gave a presentation on the City of Kalama's Master Plan. A handout was distributed which outlined the topics discussed at the first meeting held with City employees. There was discussion regarding facility needs of the various departments. Some of the highlights of the presentation included the statement that a 5-year plan may take up to 1-1/2 years to accomplish, which is a significant portion of the five years. It is customary to develop a 20-year master plan.

Although primary functions of City Hall are preferred in the downtown core, locating elsewhere was not ruled out. Regarding seismic upgrades of the existing buildings, probably none of the buildings would pass. The police station has a minimal site plan to work with. Anything done at the police station would not be long term, and it would be better to not invest a lot of money there. Underutilized existing space was examined. The Council Chamber was classified as underutilized based on the number of people who use the room, as well as the frequency of use. The walls around the Council room are structural walls. It would not be possible to tear down these walls to increase the size of the Library without doing some additional structural work. Public Works needs file and storage space. That department has a lot of files that are referred to frequently. Perhaps consideration could be given to relocating the administrative functions of Public Works. Sheltered space for vehicles is desired.

Two initial observations were made regarding remodeling City Hall: relocation of the Council Chambers creates functional issues and should not be separated from City Hall; and

relocation of the Library is needed. If considering adding a second floor to the existing City Hall, two stairways may be needed, depending on the number of people. Perhaps consider having City Hall and the Police share a facility. Public Works is straightforward, but not the most critical. It was verified that the Community Building was built around the vault.

The purpose of the handout was to document what has been considered. After a review, then the unreasonable can be removed from consideration. Mr. Barrentine stated people always under-plan for square footage in a 20-year plan. Last year construction saw inflation of 12%. This year it is projected to be 4%, and was 4.3% in the first quarter.

The Council was instructed to give their comments to Clerk/Treasurer Coni McMaster. Mr. Barrentine's email address is rob@archbbl.com.

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS - None

7. UNFINISHED BUSINESS

A. Corner Cup Espresso Lease Proposal

Councilmember Bud Gish stated that although Jennifer Amren is his daughter, he did not feel it necessary to recuse himself from this portion of the meeting. Attorney Brachvogel was consulted. Since the test is whether or not an individual would benefit monetarily, it was determined that it was probably okay for Councilmember Gish to participate in the discussion. Jenny Amren, 6848 Old Pacific Highway, distributed some photos. She stated she had read the Gray & Osborne report and wanted to know what the difference would be between the problems at Kingwood and Frontage and some of the other locations in town. She was advised that there was a difference between public and private property. In addition, although there are other problem corners, the City would not want to contribute further to the problems. Ms. Amren indicated that even without the espresso stand there would still be a problem at that corner. Director of Public Works Carl McCrary acknowledged that the stop sign at that corner was placed too far back and that the stop bar has to be behind the stop sign.

Doug Sessions, 105 Summit, asked if the City has the right to lease its property. If so, how does someone find out about City property that can be leased. Attorney Brachvogel indicated the City has no responsibility to advertise or market its property, but it has leased property in the past and has the right to do so. Mr. Sessions raised concerns regarding the water and sewer service. Ms. Amren indicated she was taking things one step at a time and finding out if the proposed use of the property would be accepted by the City. She has no problem hooking up to water or sewer service if it is determined to be necessary. A temporary permit with conditions could be an option. The Mayor indicated he will sit down with the Public Works Director and the City Attorney and discuss the matter. A decision will be given at the next Council meeting.

B. Satellite Shop Request for Tree/Shrub Trimming

Marie Berry, 119 N. First Street, has requested that some trees be removed because they are blocking advertising on her building. Linda Wasley, owner of Memory Lane at 119 N.

First Street, says she hears from customers at least three times a week that she needs more signs. She has three signs now, but the trees would block any additional signs placed on the building. The trees are on City right-of-way. Councilmember Chuck Hutchinson reminded everyone that when the private property on the corner was not being maintained, volunteers spent a lot of time fixing up the City right-of-way in an attempt to conceal the unkempt property. If the trees were removed, it would upset other citizens. Councilmember Chuck Hutchinson will take the lead on this and will work with the business owners. Any suggestions will be brought back before the Council.

When asked about the signs on the fence, Debi Harlin of Realty World, 124 N. First Street, said she had contacted the City to see if a permit was required. At that time she was told she only needed permission from the property owner, which she has obtained.

C. Horizon Drive Valve Failure

Director Carl McCrary reported he sent the clow valve bolts used in the River Watch Subdivision to a metallurgist. Their report verified that the clow bolts in the gate valves installed on Horizon Drive did not meet the AWWA standards, and the attorney is now involved.

D. Retreat Date and Location for Discussion

The retreat was been scheduled for September 15, 2007.

E. Rotschy Agreement for Culvert Replacement - Authorize Mayor to Sign.

Mayor Poulsen indicated that this proposal represents the worst-case scenario for this project with the projected cost of \$60,000. The City currently only has \$30,000 in grant money for this project and he does not want the City to spend more than that amount. Director of Public Works Carl McCrary explained that the first liner pipe was pulled today and is within six feet of being pulled all the way. Right now the City does not have a contract for this work and will be billed time and material. The cost for Phase 1 is currently around \$22,000 and Phase 2 funds are the remainder. Phase 2 will only be needed if the Railroad is unable to complete the work and the City has to close up the work in Phase 1 and come back and redo it over again in Phase 2. It is important to get something in writing. If the pipe lining company pulled off the job, the City would have no recourse. Mr. McCrary is recommending the agreement be signed provided it is indicated that the costs are not to exceed \$60,000 and the City must authorize in writing any Phase 2 expenditures. *Councilmember Bud Gish made a motion authorizing the Mayor to sign an agreement with Rotschy for the culvert replacement project. Councilmember Chuck Hutchinson seconded.* It was noted that the Railroad is covering the costs of the actual relining of the culvert and the Port has agreed to contribute \$20,000 toward the project which could possibly be put toward the City's cost if needed. Councilmember Don Purvis indicated the City has lots of projects, and it is important to protect the money currently in the general fund. Mayor Poulsen indicated that most of the ongoing projects are grant funded at this time. The main reason the City is involved in this project is the culvert is the lifeblood of the flood control project. Rotschy is a reputable company and is also doing the City's Fir Street project. The agreement states the cost is not to exceed \$60,000. The motion passed unanimously.

8. NEW BUSINESS

A. Agreement with LCC - Work Based Learning Experience - Authorize Mayor to Sign

Director of Public Works Carl McCrary indicated that the City has been able to utilize three individuals through similar programs. The individuals benefit because they learn a skill. The City benefits because it receives additional help and in some cases obtains a valuable employee. Director Carl McCrary stated that if the City wanted to hold off taking any action until the City Attorney reviewed the document, that would be fine. Previously Attorney Brachvogel did have a chance to review the agreement and did not see a problem. When Councilmember Adam Smee asked how the individuals are paid, Director Carl McCrary indicated that each individual case is different. In one case the City purchased the individual's safety gear and paid for flagging and safety classes. Councilmember Bud Gish made a motion to authorize the Mayor to sign the Affiliation Agreement with Lower Columbia College to provide training and receive valuable help. Councilmember Don Purvis seconded the motion and it passed unanimously.

B. Six-Year Street Plan.

Director of Public Works Carl McCrary went over the draft six-year street plan. This plan will need to be finalized at the next meeting after the public hearing is held.

C. TIB Grant - \$49,000 for Various Street Overlay - Authorize Mayor to Sign Agreements.

Councilmember Don Purvis made a motion that the Mayor be authorized to sign the Fuel Tax Distribution Agreement with TIB to receive \$49,000 in Small Cities Pavement Preservation Funds. Councilmember Bud Gish seconded, and it passed unanimously.

9. ORDINANCES & RESOLUTIONS

None.

10. CORRESPONDENCE

- A.** DOE Operating Permit.
- B.** EFSEC - Special Meeting Info.

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

- A.** Due to the lateness of the hour, Mayor Pete Poulsen did not give a report.
- B.** Councilmember Adam Smee had no report.
- C.** Councilmember Dominic Ciancibelli was absent.
- D.** Councilmember Chuck Hutchinson reported everything is going smoothly at the Police Department.

E. Councilmember Donald Purvis had no report.

F. Councilmember Bud Gish reported there are a lot of Public Works projects taking place.

12. DEPARTMENT REPORTS

A. Director of Public Works Carl McCrary provided a written report. He added that the Toteff Park restroom opened today. Hendrickson Road is now paved all the way to the marina and was paid for with grant money. The Port also added fill material and jersey barriers for flood control purposes.

B. Police Chief Bruce Hall reported that Mike Wren retired on May 31, 2007 after 16-1/2 years of service. Provisional employee David Plaza was hired as a full-time officer on June 1, 2007.

C. Acting Deputy Clerk Sue Seay reported the City had received a Certificate of Sufficiency for the annexation petition that was filed. There have been quite a few calls from potential vendors for Discovery Days.

D. City Attorney Paul Brachvogel had no report.

13. CONSENT AGENDA

Councilmember Chuck Hutchinson made a motion the City Council approve the Consent Agenda, including Claims Vouchers totaling \$359,025.96 for May 2007; Payroll Vouchers totaling \$139,315.65 for May 2007; and the minutes of the May 16, 2007 City Council meeting; and setting a Public Hearing for the Six-Year Street Plan for June 20, 2007. Councilmember Don Purvis seconded, and the motion carried.

14. EXECUTIVE SESSION

None.

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at approximately 9:15 p.m. These minutes are not verbatim. A copy of the tape can be made available for listening.

/s/
Pete Poulsen - Mayor

/s/
Sue Seay - Acting Deputy Clerk