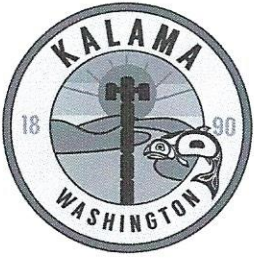


City of Kalama City Council Agenda March 5, 2020 @ 7 pm

1. **OPENING - Mayor Mike Reuter**
 - A. Flag Salute
 - B. Roll Call
 - C. Changes to the Agenda
2. **PRESENTATIONS & AWARDS**
3. **PUBLIC HEARINGS**
4. **UNFINISHED BUSINESS**
5. **NEW BUSINESS**
 - A. Camping on Public Property
6. **ORDINANCES & RESOLUTIONS**
7. **PUBLIC COMMENTS & CONCERNS** *(please observe a 3-minute limit)*
8. **CORRESPONDENCE**
9. **MAYOR & COUNCILMEMBER REPORTS**
 - A. Mayor Mike Reuter
 - B. Councilmember Jon Stanfill – Police & Chamber
 - C. Councilmember Sandra Macias – Public Works
 - D. Councilmember Wendy Conradi – Finance - Tourism
 - E. Councilmember Steve Kallio – COG Board - Library
 - F. Councilmember Matthew Merz – Planning – Economic Development
10. **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 March 5, 2020 @ 7 pm

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

A. Approved for payment are: Claims and Payroll Warrants #41378-41422 plus ACH/EFT payments for the Month of February in the amount of \$ 232,697.77

B. Approval of Minutes of the February 20, 2020 City Council Meeting

C. Appointment of Rose Burchim to the Kalama Tourism Advisory Committee

12. **EXECUTIVE SESSION**

13. **ADJOURNMENT**

**CITY OF KALAMA
CITY COUNCIL MEETING
MARCH 5, 2020**

1. OPENING-ROLL CALL-CHANGES TO THE AGENDA

Mayor Mike Reuter opened the City Council meeting at 7:09 p.m. Mayor Reuter led those present in the Pledge of Allegiance.

Councilmembers present were Jon Stanfill, Sandra Macias, Steve Kallio, and Matthew Merz. 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. Councilmember Wendy Conradi was out on vacation.

2. PRESENTATIONS & AWARDS - None

3. PUBLIC HEARINGS - None

4. UNFINISHED BUSINESS - None

5. NEW BUSINESS

A. Camping on Public Property

Councilmember Steve Kallio stated that the city doesn't have an ordinance on camping on public property. He expressed concern that if city council were to try to establish an ordinance after the fact, it would become a much more intense process. He wants the council to be proactive. Kallio noted that the City of Kelso has a well-written ordinance already established, and the City of Kalama could glean wording from that. City Administrator Adam Smee noted that this is a Cowlitz County homelessness issue. He stated his main concern: that we, as the city, don't want to create a situation where we don't have a clear, enforceable code with established parameters. He mentioned the safety of Kalama citizens, public works employees, and law enforcement officials. Administrator Smee mentioned that the manager for the City of Kelso seemed to believe their code is pretty defensible. We want to be legal, but we also need to provide for all of our citizens—that's a multifaceted discussion. Councilmember Steve Kallio was interested in what Kalama currently has written in the code, and presented some of that information. He asked what new precedent has been set since the current code was established. Administrator Smee mentioned as the weather gets better, more people move through town, that may not have an address or fixed place of residence. Last year we had an altercation between an individual and a business owner. We want to be sure that we have the tools in place to maintain safety and cleanliness for all. Councilmember Sandra Macias recalled when former Chief Gibson explained why he felt it was so important to put up the "no soliciting" signs. She didn't realize the city didn't have an ordinance on the books. Administrator Smee noted it wasn't just the signs that went up about not supporting pan-handling; we updated the code to prevent that solicitation from happening. It was noted that the language in the code regarding parks isn't enough:

KMC 9.30.020- A: "All parks in the city are open for public use on a first come, first

served basis from sunrise to sunset. Loitering or sleeping in a public park after dark is prohibited.”

Councilmember Sandra Macias said she is “all for getting it on the books”.

Clerk Treasurer Coni McMaster asked if it would be agreeable for City Administrator Adam Smee, Chief of Police Ralph Herrera, and herself to collectively work on the code and bring it back to council. The Council continued discussion. Councilmember Jon Stanfill voiced that some “after dark” wording is already in the code, but there is a need for a clear construction of habitation. There was also discussion about the supreme court case with the City of Boise regarding camping in public, and concerns of the language in our current code that prevents people from sleeping in parks that may not be able to be supported. Councilmember Matthew Merz noted the wording in Kelso’s code for a permit to sleep in a public park for 14 days could be abused by repeatedly renewing a permit, depending on interpretation. Kelso municipal code 9.68.080 Permit, Section E reads, “No permit shall be issued for a period of time in excess of fourteen calendar days in any one calendar year.” Administrator Smee told Councilmember Merz that there is a flexibility there in case of a natural disaster, for example. City Attorney Sam Satterfield noted that a limit can be placed on the number of reissuances for the 14-day permit, and if the council wants to charge for permits, that is permissible. The question of Camp Kalama came up, and it was clarified that it is a private property. Councilmember Steve Kallio noted the need to make sure private land is also protected. Police Chief Ralph Herrera noted that the issue bears much more research and due diligence, as the City of Kelso has different circumstances and we need to address the recent Circuit Court ruling. He needs to sit down with staff and City Attorney Sam Satterfield to have provisions for all aspects to draft and send to council. City Attorney Satterfield mentioned the newlinks to direct readers to the Boise court case. Chief Herrera expressed the difficulty that law enforcement often faces, and called it a “political football”. There are unrealistic expectations of what officers can and cannot do—certain things expose them to civil liability. Administrator Smee put out the question: What, if anything, do we (the city) provide to the community (visitors included), and how much responsibility does each of us have for our own well-being? Those are all pieces to this discussion, and need to be considered. Councilmember Steve Kallio asked if the city pays certain fees or taxes that are meant to address some of these issues within the county. Administrator Smee mentioned HB 1406 (Encouraging Investments in Affordable and Supportive Housing) which gives Kalama the opportunity to get some of the sales tax if adopted by July—we may be talking about \$4K or \$5K per year for the City of Kalama—not enough for Kalama to start a special service, except maybe through some sort of interlocal agreement. The revenue stream hasn’t been set up yet. One-tenth of one percent from taxes comes back to us, but it is already used for mental health, county jail, etc.—not necessarily “in” Kalama. Clerk Treasurer Coni McMaster suggested the city staff collaborate and start putting pieces of Kelso’s code together. City Mayor Mike Retuer asked that administrator Smee also speak with Kelso’s city manager and ask “why the 14 days” for a permit.

6. ORDINANCES & RESOLUTIONS - None

7. PUBLIC COMMENTS/CONCERNS

Mr. Dan Ohall, Kalama resident, wanted to thank public works for being so responsive and accessible. His neighbor experienced a water leak, and within 10 minutes of making a call, he had assistance in fixing the issue.

Mr. Jim Bain, Kalama resident, expressed to the council that they still need “plan B” regarding the funding of streets, as “plan A” is to increase sales tax. He noted citizens are going to see another tax, and they are going to say “no way”. If/when this doesn’t pass, we need to be thinking about what we are doing next.

8. CORRESPONDENCE - None

9. MAYOR’S REPORT & COUNCILMEMBERS’ REPORTS

A. Mayor Mike Reuter reported on the garbage truck issue over the weekend, which involved a utility pole, telephone wires, etc. and he would let Chief Ralph Herrera talk about the incident. Mayor Reuter also expressed his concerns about the spread of the Coronavirus (COVID-19), and asked Chief Victor Leatzow of the Cowlitz County Fire District 5 to elaborate.

Chief Leatzow explained that this COVID -19 makes for a very dynamic situation. He gets updates from the state and county levels 3 times daily. He noted how quickly information travels—not all information, especially on social media platforms, is true. The goal is to try and ensure that information is accurately put out to the public. He explained the trickle-down of information: it starts with the Center for Disease Control (CDC), then goes down to the Department of Social and Health Services (DSHS), down to the WA Department of Health, down to the Cowlitz County local health department, then distributes out. The level of support for COVID-19 is considered ESF8 (Emergency Support Functions #8) – in state emergency plan, which “involves supplemental assistance to State, Tribal, and jurisdictional governments in identifying and meeting the public health and medical needs of victims of major disasters or public health and medical emergencies”. The Coronavirus is now classified as a communicable disease (droplet). Governor Inslee has signed an Emergency declaration. Chief Leatzow recommended that the city track its direct expenses incurred related to this event. He informed listeners of a decrease in responder resources due to the strain on services to the public. Information about the virus and those affected by it is rapidly changing. To date, Chief Leatzow said there are no positive tests in Cowlitz county. Hopefully the public understands that there will be extra “triage” questioning so as not to inundate the hospital. The public is going to see fewer responders, so that in potential cases, not as many responders are exposed. St. John’s Medical Center is valid COVID-19 testing center. Chief Leatzow repeatedly mentioned “wash your hands, wash your hands”, and stay home if you are sick. The state has a number to call for questions: 1-800-525-0127, available 7 days per week. Chief Leatzow reiterated that Cowlitz County Fire District Five is not in the city, the city is in his district. He said the relationship with the city has become solid over the last couple years. His goal in 2020 is to attend more city council and port meetings. If there are any questions about fire district five, come ask. Mayor Reuter asked Chief Leatzow if he has access to testing kits for COVID-19. Chief Leatzow responded—people need to call their providers.

- B. Councilmember Jon Stanfill reported that volunteers, Kalama residents, are needed to serve as part of the Independent Investigation Team for the police department. These teams are being put together regarding I-940. To apply, send a letter of interest by March 16, 2020. Police Chief Ralph Herrera noted the more volunteers, the better. The “term” is not yet confirmed for this volunteer position. Councilmember Stanfill mentioned the forming a formal citizens advisory group to work on the police strategic plan is slowly moving forward. The Kalama Chamber of Commerce will be having their annual community dinner on March 28, 2020. Ticket for the event are \$30, and are available at Kalama Shopping Center & Double D’s. Clerk Treasurer Coni McMaster noted that the City usually pays for council members to attend the dinner, but not spouses or guests.
- C. Councilmember Sandra Macias reported that she has attended a few webinars- State emergency webinar on COVID-19, and another on fiscal webinar for fiscal oversight—both were very informative for her. Communication for the power outage and Comcast outage over the weekend was great. People used their cell phones to send messages to “Chat Kalama”—which is how people discussed which streets didn’t have power, etc. She also reported that public works is going to bid this week for the grind and repave of Elm Street and West Frontage from Kingwood to Oak Street. She mentioned she is waiting to hear from Kelly about the design for the memorial above the police station. Also, the new position for the public works technician has been filled, and the new employee will start work on March 16, 2020.
- D. Councilmember Wendy Conradi – not present
- E. Councilmember Steve Kallio reported that the census is coming. The library will have staff and computers available to help people that would like assistance in completing their part of the census, and it will be open longer hours during the census. This is the first year they are doing the census online. Councilmember Kallio also reported that the 5th computer that was donated to the library will be here on March 27th, 2020. Clerk/Treasurer McMaster noted that the public computers were gifted via a grant and that Microsoft Office is included. Councilmember Kallio mentioned there were 893 visits to the library in February. There will be two new programs in March and April of this year—a genealogy class and a computer class through the library. He also reiterated how great the Dr. Seuss birthday celebration was- with over 150 people in attendance.
- F. Councilmember Matthew Merz mentioned the importance of getting “young men” in the Kalama community to read. He wants to direct a small amount of money—specifically “leftover” money from the 2020 uniform budget—to a shortbox of comic books.

10. DEPARTMENT REPORTS

- A. City Administrator Adam Smee reported that the month of February 2020 has been closed. We are 16% of the way through the year, and have a couple of large projects—specifically with public works. We are “on-track” with our budget.
- B. Director of Public Works Kelly Rasmussen provided a written report. He reported

on the garbage truck incident over the weekend, and that everything on the public works side of things was fixed quickly. He met with Wendy Santiago, a landscape architect for Maruhn memorial park. She is donating her time to this project—she is currently working on a huge project for the San Francisco zoo. Public Works Director Rasmussen wants to get the community to start doing some of the planting as one of the projects on the city cleanup day. He announced the newly hired public works employee—Dylan—will be starting March 16, 2020, and is looking forward to having him as part of the team. The public works crew is still working on the Council Crest stormwater project. They have also replaced 60 dead meters in February. Public Works employees Bryce Drabek and Daniel Woolford attended the Evergreen Rural Water Conference for continuing education, and brought a lot of information back to the crew. Continued education is required to keep their waste water licenses. A rotten plank was also replaced on the bridge at Toteff Park. We should be going out to bid for the Meeker Drive sewer lift station, which is \$1.2 million—the Port of Kalama will be contributing to that project—the split is about 50/50, with hopefully 50% of design costs reimbursed. Director Rasmussen also mentioned that he and City Administrator Smee need to start the selection process for a general engineer. The Green Mountain reservoir and booster station project will also go to bid in the near future.

- C. Police Chief Ralph Herrera presented his statistical report: 193 total calls for service, resulting in 15 reports. He reported that Dr. Seuss day was a great success, with easily over 60 kids—thanks to Kiwanis and Library Director Elaine Bystrom and staff. He is looking forward to the city clean-up day. He also reported that during the garbage truck incident, there were no interruptions at the new station—server, power, etc.—the generator immediately kicked on. The background investigation is still being completed, and Chief Herrera hopes to have that candidate hired by the end of March, or early April.
- D. Clerk/Treasurer Coni McMaster provided the council with financials. She reported she is going to attend a conference later in March, and will be out of town for the next council meeting. She is working on a couple of ordinances—one for special events, and another to adopt affordable housing. She also made note of the appointment of Rose Burchim to the Kalama Tourism Advisory Committee.
- E. City Attorney Sam Satterfield had no report, and happy birthday to Clerk/Treasurer Coni McMaster. Councilmember Steve Kallio asked City Attorney Satterfield, “When the county court declares someone owes a fee to city, what means do we [the city] have to receive that money?” City Attorney Satterfield responded that it is common to send it to collections—regarding criminal fees or fines. He mentioned he would be happy to take a look at other options if requested.

11. CONSENT AGENDA

Councilmember Matthew Merz made a motion the City Council approve the Consent Agenda including:

- A. Approval for payment are Claims & Payroll warrants #41378-41422 plus ACH/EFT payments 2020 in the amount of \$232,697.77
- B. Approval of Minutes of the February 20, 2020 City Council Meeting
- C. Appointment of Rose Burchim to the Kalama Tourism Advisory Committee

Councilmember Steve Kallio seconded, and the motion carried.


12. EXECUTIVE SESSION - None

13. ADJOURNMENT

Mayor Reuter adjourned the meeting at 8:41p.m. These minutes are not verbatim. A copy of the recording for this meeting is available for review upon request.



Mike Reuter – Mayor



Emily Moore – Accounting Clerk

