

**CITY OF KALAMA
CITY COUNCIL MEETING
JUNE 18, 2020**

1. OPENING-ROLL CALL-CHANGES TO THE AGENDA

Mayor Mike Reuter opened the City Council meeting at 7:00p.m. Meeting is being held virtually through Zoom. Those present may sign in through the “Chat” function to speak under public comment or can “raise their hand” to ask questions or make comment on the items on the agenda.

Councilmembers present were Jon Stanfill, Sandra Macias, Wendy Conradi, 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. Meeting was held virtually via Zoom. There were 12 attendees on the call including Jim Bain, Macy Sykes, Mario Gambaro, Mel Kamerath, Shannon Johnson, Jim Hendrickson, Maureen Jenkins, Liz Norgaard and several other unidentified viewing members.

2. PRESENTATIONS & AWARDS - None

3. PUBLIC HEARINGS

A. 6-Year Transportation Improvement Plan

Mayor Reuter opened the public hearing at 7:03 pm. Director of Public Works Kelly Rasmussen provided the 6-year Transportation Improvement Plan (TIP) and explained the process required by Washington Department of Transportation (WSDOT) . WSDOT requires local agencies to submit this plan to the Metropolitan Planning Organization (MPO), through Cowlitz Wahkiakum Council of Governments, no later than July 1, 2020 to be added to the state-wide TIP (STIP). The City needs this to apply for federal grant funding. Councilmember Matthew Merz asked why North 3rd Place was not included in the list of streets to be improved, to which Mr. Rasmussen responded that street will be part of the area where future sewer improvements will be made, so would be repaired at that time. Mr Rasmussen did not have an estimated time for when that will be due to COVID, but noted this plan is updated annually, so is re-evaluated each year. Administrator Smee noted the potential loss of TBD funds, and the impact it will have on the ability to leverage match money for future projects. Citizen Jim Bain commented he wants to see a plan in place to have money to still be able to patch streets before removing car tab fees currently funding the TBD. Councilmember Wendy Conradi noted she is in favor of eliminating the TBD and asked to add it to the next agenda along with a discussion of street funding. Councilmember Merz voiced his opinion in favor of slightly increasing the sales tax in order to fund streets, which Councilmember Conradi did not see as a realistic option. Councilmember Jon Stanfill agreed that a plan should be set for funding the streets. Administrator Smee discussed budget season for 2021, and how adding \$100,000 to the general fund (annually) is going to be difficult—whether replacement or reallocation, funding cuts may need to be considered—especially following the COVID-19 pandemic. Councilmember Sandra Macias noted how fortunate Kalama has been with the consistent growth recently but is nervous about cuts to the budget. She also explained that she knows how people feel about

increased taxes, and would like a discussion sooner than later. Clerk/Treasurer Coni McMaster notified the Council that in order to put the sales tax option on the November 2020 ballot, it must be to county elections no later than August 4, 2020, and recommended scheduling a longer meeting to discuss this topic, but left it for Council to decide. Councilmember Conradi requested that this topic be added to the agenda for the following meeting, and councilmember Merz agreed. Mayor Mike closed the hearing at 7:31pm.

4. UNFINISHED BUSINESS

A. Authorization for Mayor to Sign G&O General Engineering Services Agreement

City Administrator Adam Smee explained the Gray and Osborne (G&O) general engineering services agreement, and the role the engineering firm plays in city business. G&O makes sure that all new development meets city standards and code and keeps the city compliant for small projects. There is a \$40,000 contract limit on this two-year contract, but an addendum can be requested either to increase the limit or to add a project that does not have to be put out to bid and requires engineering services. Any addendum requires Council approval. Administrator Smee noted the City incurs no costs if we have no need for engineering services. He also weighed the cost of an 'in-house' engineer vs. outsourcing, noting that with current circumstances in regard to COVID-19, he believes this service agreement is the best option for the City at this time. Administrator Smee asked that the council approve the recommendation and authorize Mayor Reuter to sign the agreement. Councilmember Merz questioned the "fully burdened" billing rates laid out in the agreement (Exhibit A), and Administrator Smee discussed the City's price-sensitive approach when working with G&O Staff. Administrator Smee noted that the City has a great relationship with, and has received great service with the G&O staff over the years and hopes that will continue. Councilmember Merz made a motion to allow Mayor Reuter to sign the agreement. Councilmember Kallio seconded, and the motion carried.

B. Authorization for Mayor to Sign Extension of the Planning Services Agreement with Mackenzie

City Administrator Smee explained that the extension of planning services agreement with Mackenzie is very similar to the G&O consultant's agreement. Again, if the City does not use the firm, it does not spend any money. This extension agreement extends the services through January of 2021. An on-staff City planner costs would be high, and have to be paid even if we had very little work, such as now due to COVID, but he wants future discussion during the Budget process. The advantage to outsourcing the City's planning services is that there is no charge if we do not need service. Councilmember Merz made a motion to allow Mayor Reuter to sign the extension of the planning services agreement. Councilmember Steve Kallio seconded, and the motion carried.

5. NEW BUSINESS

A. Proposal for Listening Session on Police Practices & Policy

Councilmember Merz discussed his proposal for a listening session on police practices and policy, noting that he has heard from many members of the community talking about the same issues and emphasized the importance for those people to have an outlet to be heard. Councilmember Macias clarified that the proposal was regarding local issues, of which, none have been brought to her attention. Clerk/Treasurer McMaster made clear that if it were a public event with a quorum, it would be recorded and an official public meeting. Councilmember Kallio added his opinion that to assume *all citizens* are upset with the police department is a bad thing and agreed with Councilmember Merz that he wants to give citizens a platform for their voices to be heard. In addition to Councilmember Sandra Macias, Councilmembers Stanfill and Conradi did not see a need for a dedicated listening session. Councilmember Kallio wanted to clarify and reiterate that the City Council members represent the people *to the City*, and that their job is not to represent the City. Citizen Macy Sykes spoke about the downtown “Black Lives Matter” demonstration earlier in the month that she and a few other high-school students helped organize. She emphasized that the demonstration group was working with local police to have a successful event and voiced her appreciation for the willingness of the police department to support the citizens to express their rights, and noted that a listening session may be very one-sided if publication of the event is lacking. Chief of Police Ralph Herrera expressed the importance of public trust and commented on the huge amount of support from the Kalama community in the recent past. He noted his open-door policy for the public and urged the Council to bring issues to his attention so that he can address any concerns in hopes to find at least a middle ground. Citizen Jim Bain commended Macy Sykes for speaking up and noted that the “gun-toting” people that were in the downtown area the day of the demonstration that were “protecting businesses” were not inviting. Discussion of the day of the demonstration continued, including mentions of the situation being scary for some, and business being driven away—whether due to the demonstration, or to the open carrying of firearms in the downtown area. Citizen Mel Kamerath discussed her time at the demonstration, gave credit to the young people that put it together (along with the police department for their support), and commended Chief Herrera and his department for their outreach in the community. She advised Councilmember Merz to wait a few weeks until things have settled down before having a listening session. Citizen Jim Hendrickson, local business owner, discussed his opinions about the demonstration and noted that one day’s notice was not enough time to prepare his business for the event, and emphasized the potential risk of the event. Councilmember Merz made a motion to have a listening session sometime the first week of August 2020, and Councilmember Kallio seconded the motion. The motion failed with a vote 3 against (Stanfill, Macias, Conradi) and two in favor (Kallio, Merz. Councilmember Merz asked how he and Councilmember Kallio could put together an informal instance to make this happen. Chief Herrera asked for clarification of who would be there as the “listener” (police officers or council members, etc.). Clerk/Treasurer McMaster directed Councilmember Merz to City Attorney Sam Satterfield for advice on this issue. Mr. Satterfield noted there cannot be more than two council members present and advised caution there cannot be matters of City business directly discussed. Additionally, the City can not fund advertisement of this type of event as it is not a city meeting.

6. ORDINANCES & RESOLUTIONS

A. Resolution #692-Adoption of the 6-year Transportation Improvement Plan

Resolution No. 692 was read by title: WHEREAS, pursuant to the requirements of R.C.W. 35.77.010, Laws of the State of Washington, the City of Kalama has prepared a revised and extended Six Year Transportation Improvement Program for the ensuing six calendar years, 2021 through 2026. Councilmember Steve Kallio made a motion the Council adopt the 6-year Transportation Improvement Plan in Resolution No. 692 as read. Councilmember Matthew Merz seconded, and the motion carried.

B. Ordinance No. 1440 – Budget Amendment – CARES Aid Funding

Ordinance No. 1440 was read by title: An Ordinance of the City of Kalama, Washington amending the 2020 Budget to account for unanticipated expenditures increasing the Budget in the amount of \$65,000.

Councilmember Kallio discussed the idea that the City should have to apply for a portion of the money just like anyone else via application. Administrator Smee explained the Federal CARES aid is distributed directly to the cities and counties—and the intent of the funding was to ensure that government could assist and meet the needs of the people, but make the City’s self “whole” first. He noted that Councilmember Kallio’s suggestion is outside the box, and the Council has the right to direct the City to apply for the money first. Clerk/Treasurer McMaster clarified this specific ordinance does not address the issue of how the CARES funds is to be allocated, but amends the budget to allow for the City to release funds from reserves in advance of receiving reimbursement from the CARES fund so money gets out to the businesses and citizens sooner.

She noted that thus far, she has received 12 applications for the CARES money. The pot of money is limited, and the committee should know as much as they can about these applicants. Councilmember Matthew Merz made a motion to adopt Ordinance No. 1440 as read. Councilmember Jon Stanfill seconded, and the motion carried.

7. PUBLIC COMMENTS/CONCERNS- None

8. CORRESPONDENCE

A. Letter from Lynn Fielding – President CWAT

9. MAYOR’S REPORT & COUNCILMEMBERS’ REPORTS

A. Mayor Mike Reuter reported the 2020 Kalama high school graduation was a successful event with great communication per a letter from Kalama High School administrators. Chief Herrera and the police department, the fire department, and public works were all recognized in making the event successful.

B. Councilmember Jon Stanfill reported it was a fun graduation celebration. He noted his attendance of the “Black Lives Matter” demonstration and commended Macy Sykes and the other event organizers. He also complimented the recent work that has been done on Elm Street for the pavement preservation project. He mentioned the diverse group for the formal citizens advisory committee for the police department’s strategic plan should be solidified by next week and should have about 5 working sessions to build the committee, then 3 more sessions to

- go over issues.
- C. Councilmember Sandra Macias reported a comment from an anonymous community member regarding the 2020 high school graduation and the much-appreciated support of the young people in the community. She mentioned that public works is very busy. She also noted the Cowlitz County CARES fund has approximately \$1 million available to disperse upon approved application—must be in business for one year.
 - D. Councilmember Wendy Conradi reported she and Councilmember Stanfill will represent the Council with the disbursement of CARES money.
 - E. Councilmember Steve Kallio had no report but wanted thank everyone participating in the meeting.
 - F. Councilmember Matthew Merz had no report and wanted to encourage citizens to apply for CARES money. He also thanked gentlemen in the community for “standing in the shadows” to “protect the community”. He additionally thanked Macy Sykes and other young people that expressed their opinions and encouraged Council to talk to others that they do not usually converse with.

10. DEPARTMENT REPORTS

A. City Administrator Adam Smee provided a written report. He noted that Cowlitz County may be moving to a modified Phase 3 of Governor Inslee’s Safe Start plan to reopen the State of Washington. There has been an increase in COVID-19 cases in the last few weeks, but per Governor Inslee, the case count should not be spiking at this point. When Cowlitz County is approved for Phase 3, the City will be allowed to reopen public spaces with all the precautionary measures in place. The library will take a slower approach, and possibly open in July.

B. Director of Public Works Kelly Rasmussen provided a written report. He noted the work that AES is doing on Elm Street and West Frontage Rd, and the reworking of the curb on 2nd and Elm St that they will be doing next week. He noted other public works projects that have been keeping the crew busy such as the tie-in to the new 12-inch gate valves for the elementary school and gym area, the upcoming tie-in for the new River Ridge storage facility, paving by public works on Cedar Street where we had to fix the sewer main, and striping next week. The 2020 pavement preservation project will be wrapped up the first part of July. The project to restore the Maruhn monument and design the “wayside area” above the police department is still in the works for this summer. He also commended the fire department for their help with the graduation.

C. Police Chief Ralph Herrera presented his statistical report of 124 calls for service with 14 reports. He too mentioned the smooth graduation event. He noted the jail contract negotiation is still ongoing due to negotiations between the cities and the County. The Kalama/Woodland Kiwanis group donated books to the summer reading programs at the Kalama and Woodland libraries. He mentioned the police department’s 5-yr strategic plan—asking for input and feedback. He addressed the night of the peaceful demonstration, and extended a formal and public apology on behalf of the City of Kalama to the Cowlitz County Sherriff’s Office for an incident regarding reports of “shots fired”, where a Cowlitz County Sherriff deputy was dispatched, and a councilmember confronted the deputy during his response to call, and Kalama Police Sgt Parker had to intervene. Chief Herrera noted this behavior of a city councilmember to be inexcusable, and stated he is always available by phone for councilmembers, and any member of the community—any hour of the day. Councilmember Merz responded to Chief Herrera’s apology, identifying himself as the councilmember involved

in the incident, recounting his point of view of what happened.

D. Clerk/Treasurer Coni McMaster reported the information for the 2020 utility rate study is being put together. She also noted that the City is looking at what is required/suggested to be in place to reopen the City to the public in Phase 3.

E. City Attorney Sam Satterfield had no report. He reminded council to consider rules and procedures that are being reviewed, and is willing to answer any questions or concerns regarding these rules.

11. CONSENT AGENDA

Councilmember Jon Stanfill made a motion the City Council approve the Consent Agenda including:

A. Approval for payment are Claims & Payroll warrants #41682- 41709 plus ACH/EFT payments 2020 in the amount of \$297,414.48

B. Approval of Minutes of the June 4th, 2020 City Council Meeting

Councilmember Wendy Conradi seconded, and the motion carried.

12. EXECUTIVE SESSION - None

13. ADJOURNMENT

Mayor Reuter adjourned the meeting at 9:04p.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