



# OUR TOWN

*The official newsletter of Kalama, WA*



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## The View From City Hall- Utility Department

One of the main functions of Kalama's City Hall is its utility department that facilitates services and billing for water, sewer, garbage, and stormwater accounts. Kiley Mirenta is Kalama's "Utility Clerk". She manages the utility meter reading and billing software; calculates and processes leak adjustments; and provides general customer service for utility users both inside and outside of the city. If you ever call City Hall to speak to the utility department, Kiley is probably the person on the other end of the phone.

Kiley manages the billing for over 2,200 utility accounts. Did you know your water meter is read by radio waves which send a signal to the meter to collect the data that shows how much water your household consumes? Kiley verifies the settings on this device and loads the route for monthly reading before public works drives around and collects the readings. Sometimes customers will request a "data log" to show excess water use on their account at a more detailed level-- such as daily or hourly consumption. The data log can help a customer identify what might be causing a leak on their property. She facilitates these data log requests and discusses the findings with the customer.

She often advocates for customers to receive a leak adjustment for leaks which qualify under City policy.

Kiley sets up new customer accounts, prepares final bills for customers moving out of the area, and deals with late and delinquent accounts. She also processes water shut offs (in accordance with the Kalama Municipal Code) for customers who have not paid their bills. She works with customers to change out garbage carts, handles missed garbage pickups, and coordinates with Waste Control regarding placement for new development. All of these functions require a vast knowledge of the Kalama Municipal Code and state laws regarding utility collections and services.

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Utility & Payroll Clerk, Kiley Mirenta

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Although the utility billing department is a full-time job, Kiley has additional responsibilities city-wide. She is the "Payroll Clerk" that processes payroll for all city staff and the elected officials 2 times each month. In the last year, the City has moved to automated timekeeping, and Kiley coordinated the transition to integrate the payroll software with the biometric time clocks.

She is expanding into a broader human resource function for the city, which will include acting as "safety officer" and "claims manager". She has been working with City administration to develop employee policies that are currently being reviewed by the City Council in small batches. In late spring she will be implementing the new asset management program and will be working closely with public works to map the drinking water and wastewater treatment facilities within this software.

Kiley is a vital asset to the City team. She continues to work efficiently and provides professional service to the citizens. Kiley is a mother of 3 boys. In her free time, she loves to play video games, go hiking, and spend time with her kids and fiancé. Her favorite place is Disneyland-- she's always planning her next trip to the "happiest place on earth". Kiley says her favorite part of her job is interacting with the customers.

## Welcome Officer Hunt

The Kalama Police Department has a new member; Officer Chris Hunt! We asked him to provide a little bio, and here's what he told us:

My name is Chris Hunt and I am 32 years old, married, and have 2 German Shepherds: Scout and Rogue. I grew up in Battle Ground, WA and have lived in Washington all my life. I love the Seahawks, I'm all about CrossFit, watching anything from scary movies to The Office with my wife, and doing backyard barbeques with friends. I've worked in the construction industry for the last 10 years of my life before becoming involved with Law Enforcement. After doing several "ride-alongs" and seeing what being a Police Officer was all about, it felt like it was my calling in life and I became passionate about engaging in this line of work.

I'm extremely grateful for the opportunity that the City of Kalama, it's citizens, and the Chief of Police have given me. I believe in the Kalama Police Department's mission, the values they hold, and I look forward to serving our community.



Officer Chris Hunt

## Autopay Notice



Are you on AUTOPAY for your City of Kalama bills? Please double check that your card information is up to date. City Staff does not receive a notice that a person's card information has expired or has been compromised. It is the account holder's responsibility to be sure the card is current, and they receive an emailed notice that their card needs to be updated. If you need help updating your payment information, please contact [utilityclerk@cityofkalama.com](mailto:utilityclerk@cityofkalama.com) or 360-673-4554.

## Pay Bills Online

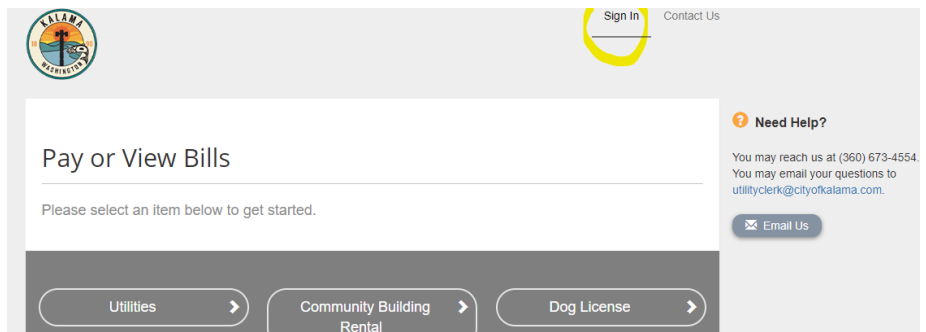
Interested in signing up for Autopay?

Here's how:

Follow the link here:

<https://www.invoicecloud.com>

Next select "sign in" (see circled in yellow)



If you do not have "sign in" information, select "Register Now" on the next screen. You will need to have your City of Kalama account number available. Please note this number will be 5 characters: XXXX.X

Even if your account number ends in "0", you will need to include the 0 to pull up your account in the online system.

Questions? Reach out to the utility clerk at 360-673-4554 or [utilityclerk@cityofkalama.com](mailto:utilityclerk@cityofkalama.com).

## April Storytime at the Kalama Library

It's Storytime with Friends of the Library of Kalama: BIG TRUCKS and teddy bears!

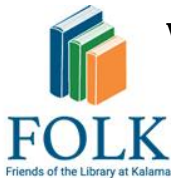
**Wednesday, April 5th @ 10:30am - 11:15am**

Big Truck Day!

Kalama Public Works

will bring their Vactor 2100 Vacuum Truck to the Library!

Stories, Songs, and one REALLY BIG TRUCK!



**Wednesday, April 19th @ 10:30am - 11:15am**

Teddy Bear Time!

Kids are asked to bring their Teddy Bears or "Stuffies" to Storytime!



## It's National Library Week: April 23rd-29th

Kalama Library will be participating in national library week, April 23-29. Check out their website for details.

## Kalama Library Introduces "Beanstack"!

Thousands of libraries and schools utilize "Beanstack" and we are pleased to offer this virtual option to our patrons. Beanstack is a web and mobile application that will make it easy for you and your family to track your reading progress.

To get started, click on this link:

<https://kalamalibrary.beanstack.com/reader365>

Complete the registration process. Read. Log your reading. Simple as that!



## Tourism Advisory Board Meeting

The Tourism Advisory Board will be meeting on Wednesday, April 12, 2023 at 4pm in the City Council Chambers at 312 N First Street and via Zoom. The agenda will be available here:

<https://www.towncloud.io/go/kalama-wa>

## Spring Cleaning

Have you found yourself with extra cardboard or recyclables while "spring cleaning" your home? Don't forget Kalama has 2 recycle "drop off" locations: (1) next to the Public Works shop at 6315 Old Pacific Highway, and another (2) on Norris Pit Rd (off Kalama River Road) near Haydu Park. Accepted recyclables include cardboard, paper, and aluminum.



## LIBRARY ACTIVITIES

- Storytime on Wednesdays @ 10:15am
  - April 5
  - April 19
- Watercolor with Marie - April 8 (waitlisted), May 20, June 10 (sign up @ the library)
- National Library Week: April 23-29





# April Events

Thursday, April 6th	KAMA paint & Sip (at the community building, 6-8pm, \$40 per person)
Saturday, April 8th	Easter Egg Hunt @ 9am, Camp Kalama (hosted by Kalama Lions)
Saturday, May 6th	Poultry & Small Animal Market (10am-4pm, Haydu Expo Center, hosted by AMALAK)
Saturday, May 6th	Annual Spring Cleanup day (9am)

### Meeting Info

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- City Council : 1st & 3rd Thursdays @ 7pm
- Planning Commission: 2nd Thursday @ 6pm
- Civil Service Commission: 4th Thursday @ 5:30pm
- Library Board: 3rd Wednesday @ 5:15pm (bi-monthly beginning January 19th)

Meeting Location: 320 N 1st St, Kalama, WA 98625 (and via Zoom, click [Agenda](#) for info)

## Contact Us

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- Public Works 360-673-3706
  - (emergency) 360-703-0168
- Police (office) 360-673-2165
  - (emergency) 911

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- City Hall 360-673-4562
- Library 360-673-4568
- Building/Planning 360-673-5211
- Utility Billing 360-673-4554
- Community Building 360-673-4908

## Helpful Contacts

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- City of Kalama - Main ----- 360-673-4562
- Comcast ----- 888-226-2278
- Cowlitz County Assessor ----- 360-577-3010
- Cowlitz Bldg & Planning ----- 360-577-3052
- Cowlitz PUD ----- 360-423-2210
- Fire District #5 (office) ----- 360-673-2222
- Kalama Post Office ----- 360-673-3567
- Kalama Telephone Co. ----- 360-673-2755
- Labor & Industries (L&I) ----- 360-575-6923
- Utilities Locate ----- 800-424-5555
- Waste Control ----- 360-425-4302