

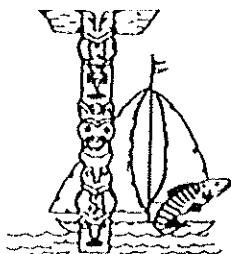
# City of Kalama

320 N. First St.  
Kalama, WA 98625



## City Council Agenda March 5, 2014 @ 7 pm

1. **OPENING - Mayor Pete Poulsen**
  - A. **Flag Salute**
  - B. **Roll Call**
  - C. **Changes to the Agenda**
2. **EXECUTIVE SESSION**
3. **PRESENTATIONS & AWARDS**
4. **PUBLIC HEARINGS**
5. **PUBLIC COMMENTS & CONCERNS**
6. **UNFINISHED BUSINESS**
  - A. **Big Idea Agreement – Revisions – Authorize Mayor to Sign**
7. **NEW BUSINESS**
8. **ORDINANCES & RESOLUTIONS**
9. **CORRESPONDENCE**
10. **MAYOR & COUNCILMEMBER REPORTS**
  - A. **Mayor Pete Poulsen – Mayor’s Report – Cow Co Tourism**
  - B. **Councilmember Mike Truesdell – Finance Committee**
  - C. **Councilmember Dominic Ciancibelli – Public Works & Planning Committee**
  - D. **Councilmember Mike Langham – Police, COG Board & 911 Board Rep**
  - E. **Councilmember Donald Purvis - Parks, KSCC Rep & Health Board Rep**
  - F. **Councilmember Mary Putka – Library Committee & Chamber Representative**



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### 11. DEPARTMENT REPORTS

- A. City Administrator Adam Smee
- B. Superintendent of Public Works Kelly Rasmussen
- C. Police Chief Randy Gibson
- D. Clerk/Treasurer Coni McMaster
- E. City Attorney Paul Brachvogel

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

- A. Approval of Payment of Vouchers
  - 1. Claims Vouchers Totaling \$61,000.43 For February, 2014
  - 2. Payroll Vouchers Totaling \$78,066.28 For February 16-28, 2014
  - 3. Voided Vouchers in the amount of \$594.92 For January & February
- B. Approval of Minutes:
  - 1. Minutes of the February 19, 2014 City Council Meeting
- C. Other Consent Agenda Items
  - 1.

### 13. EXECUTIVE SESSION

### 14. ADJOURNMENT

# CITY OF KALAMA

# SIGN-IN SHEET

MEETING City Council Meeting

DATE March 5, 2014 @ 7:00 pm

NAME	ADDRESS	PHONE #	Do you wish to speak?	On What Subject?
BEN PURVIS	KUTV			
Connie Dean	1115 China Garden	425 3878900	yes	logged area on China Garden

Please speak clearly enough for the tape to pick up your voice or step closer to the Council Desk. Thank you. 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.

**CITY OF KALAMA  
CITY COUNCIL MEETING  
March 5, 2014**

**1. OPENING**

Mayor Pete Poulsen opened the City Council meeting at 7:00 p.m. Mayor Poulsen led those present in the Pledge of Allegiance.

Councilmembers present were Dominic Ciancibelli, Mike Dennis Langham, and Mary Putka. Councilmembers Mike Truesdell and Don Purvis were absent. City staff present were City Administrator Adam Smee, Superintendent of Public Works Kelly Rasmussen, Clerk/Treasurer Coni McMaster, and Police Sgt. Steve Parker (7:20pm). 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**

**5. PUBLIC HEARINGS - None**

**6. PUBLIC COMMENTS/CONCERNS**

Ms. Connie Dean of 1115 China Garden Road addressed the Council with her concerns with the area recently logged on China Garden and the possibility of someone going off the road. This area is difficult to see and there are no reflectors or a guardrail to stop someone from just going off the road. Superintendent of Public Works Kelly Rasmussen stated he believed they could place some reflectors along the road edge, and he would add this to list for areas for future guardrail funding opportunities.

**7. UNFINISHED BUSINESS**

**A. Big Idea Agreement – Revisions – Authorize Mayor to Sign**

Clerk/Treasurer Coni McMaster noted the revisions have been made due to requirements from the State Auditor and changes in the state laws regarding tourism funds. The document will need to be approved by all the cities involved in the Big Idea tourism group to move forward. Councilmember Dominic Ciancibelli made a motion the Kalama City Council authorizes the Mayor to sign the Big Idea agreement. Councilmember Mary Putka seconded, and the motion carried.

**8. NEW BUSINESS - None**

**9. ORDINANCES & RESOLUTIONS - None**

**10. CORRESPONDENCE - None**

## **11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS**

- A.** Mayor Pete Poulsen had no report.
- B.** Councilmember Mike Truesdell was absent
- C.** Councilmember Dominic Ciancibelli had no report.
- D.** Councilmember Mike Langham had no report.
- E.** Councilmember Donald Purvis was absent.
- F.** Councilmember Mary Putka had no report. Mayor Poulsen thanked Ms. Putka, for filling in for him at the last meeting.

## **12. DEPARTMENT REPORTS**

**A.** City Administrator Adam Smee reported that the East Port Annexation is before the Boundary Review Board with the open period ending on March 10, 2014. He is hopeful that it will complete the process without jurisdiction being invoked. He and other staff will be meeting with the County engineers to discuss some questions they have regarding roads adjacent to the annexation area.

Administrator Smee noted that engineers Gray and Osborne had visited the City's Wastewater Treatment Plant (WWTP) to look at issues and efficiencies of operation. The City has applied for funding to make some upgrades to the plant in an effort to avoid conflicts with development in the area, mostly odor issues. Mayor Poulsen noted that as a Plant Operator he understands the issues better than most. Plants have a life expectancy and will wear out. Technological components will begin to need updating and replaced. Cost of upgrades is expensive. The WWTP and Water Plant are the City's biggest cost and debt. The current location is not ideal being in a recreational area and potential business area, but it has been there for a long time and includes room for expansion. Administrator Smee noted that he is working to be proactive in an effort to market Kalama for economic opportunities as he is optimistic that the area will experience future growth.

Administrator Smee noted he and Clerk/Treasurer Coni McMaster spoke the broker Peter Becker regarding investments for the City. The current plan for investing is to try to get into a 5 year cycle if possible by purchasing a 5-year bond each year beginning in 2012. There are some good options out there, but the City has some future possibilities, that could make tying up capital less than ideal. Considerations will be looked at over the next several months before a decision is made.

**B.** Superintendent of Public Works Kelly Rasmussen provided a written report. He informed the Council of a stormwater issue at a culvert up on China Garden Road which appears to be plugged. The extreme rainfall today has the culvert overflowing onto the road. After failed attempts to unplug the culvert, the crew built a sandbag wall to divert the water down and into another culvert. Until the rain lets up and recedes, they won't be able to find

what has it plugged up. Superintendent Rasmussen noted that there have been 180 of the new meters installed for radio reading. Also he filed the annual water report which shows the City has reduced their water losses to only 3.9%. The recommended level is less than 10% and last year the City was 6.9%. He believes the replacement of the RSG water line has resulted in this drop.

B. Police Sgt. Steve Parker presented the department's statistical report.

C. Clerk/Treasurer Coni McMaster presented the February cash and investment report noting that except for the weather related expenses having a large effect on the Street Funding, the current budget looks fine. The snow and now the heavy rain have created added expenses for overtime and other items. The meter change out is going well and includes all of the customers that signed up for monthly billing. Now they will get true monthly bills every month. The online payments are increasing now that the City has absorbed the fees. The fluoride survey was sent to the outside customers, and the results are still split 50-50. Ms. McMaster noted that the Transportation Benefit District will require its own annual report and possibly its own insurance. The annual report will included a cost from the State Auditor for review of the TBD's report in lieu of an actual audit. The City will also need to hold a TBD Board meeting in the near future, probably at 6:30 prior to the next Council meeting.

E. City Attorney Paul Brachvogel had no report.

### 13. CONSENT AGENDA

*Councilmember Mary Putka made a motion the City Council approve the Consent Agenda including;*

1. Claims Vouchers Totaling \$61,000.43 For February, 2014
2. Payroll Vouchers Totaling \$78,066.28 For February 16-28, 2014
3. Voided Vouchers in the amount of \$594.92 For January & February
4. Minutes of the February 19, 2014 City Council Meeting

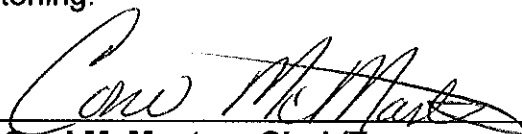
Councilmember Dominic Ciancibelli seconded, and the motion carried. It was noted that voided transactions would be included in the future when necessary.

### 14. EXECUTIVE SESSION - None

### 15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 7:40 p.m. These minutes are not verbatim. A copy of the tape can be made available for listening.

  
\_\_\_\_\_  
Pete Poulsen - Mayor

  
\_\_\_\_\_  
Coni McMaster - Clerk/Treasurer