

**CITY OF KALAMA  
CITY COUNCIL MEETING  
AUGUST 15, 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.

B. Roll Call

Councilmembers present were Adam Smee, Dominic Ciancibelli, Chuck Hutchinson, Don Purvis, and Bud Gish. City staff present were Director of Public Works Carl McCrary, Clerk/Treasurer Coni McMaster, and Police Chief Bruce Hall. Members of the public present are listed on the sign-in sheet.

**2. EXECUTIVE SESSION - None**

**3. CHANGES TO THE AGENDA**

A. Change Order Information added under New Business

**4. PRESENTATIONS & AWARDS**

A. City Facilities Plan - Update from Rob Barrantine - Presentation was made after public comments.

**5. PUBLIC HEARINGS - None**

**6. PUBLIC COMMENTS/CONCERNS**

A. Festival of the West - Shanara Schmidt

Ms. Schmidt, member of the Kalama Chamber of Commerce requested the City consider contributing to the advertising costs for the Festival of the West event coming in September. Since this was not a budgeted item, the City would need to review the budget prior to responding.

B. Julianna Montgomery

Ms. Montgomery and her husband are restoring the old "Looney" house at 181 S. First Street in hopes of having a bed and breakfast there. Being new to the community she wanted to introduce herself and request feedback on the need for a B&B in the community. They have been working with local businesses during the remodel and will be having an open house in the near future.

C. William Richards - FOLK

Mr. Richards was representing his wife, president of FOLK, who was out of town. FOLK (Friends of the Library at Kalama) have some concerns with the proposal going around about moving the library up to the Community Building. He asked how that decision would be finalized and if the community would have a chance to object and comment. Mayor Poulsen informed him that there has been no decision. The so called proposal is only a concept being discussed as a part of assessing what the City's space needs are and how to resolve them. The City has contracted with an architect who is about to make a presentation that may enlighten those present with what the City is doing.

**4A City Facilities Plan - Update from Rob Barrantine**

Mr. Rob Barrantine, architect with Barrantine, Bates, and Lee explained that the City is exploring options and somehow there was a leap made from there actually being proposals made. He provided a draft of the City's Facilities Plan which included a list of draft conclusions and recommendations that have come from the discussions held with the City staff and Department Heads. The plan is only draft and not complete. There are a wide range of possibilities and he is looking for feed back prior to completing the plan.

Mr. Barrantine reviewed the draft conclusions and recommendations with the Council. Every facility within the City needs space, some more than others. Future growth will increase that need. Doing nothing is not an acceptable option. Remaining downtown is most desirable to all departments. This will raise some issues with parking requirements for any additions or remodels of the facilities. The priorities of the needs has been established as the Police first, City Hall next and Library third. If the City had the ability, the preferred and ideal option to meet the needs would be to build a new city complex for all departments, but being the most expensive option it is an unlikely solution.

Demolishing and rebuilding the Police Station building would meet the short and long term needs for them. It may be possible to use a portion of the additional space(second floor) projected for the long range needs for the Library during the interim period. The Police could also use the City Hall building were it to be vacated.

The City Hall offices could expand into the area of the Library if the Library was relocated. Mr. Barrantine acknowledged that the Library needs 3500 square feet. It may be the only way to meet that need would be to lease or purchase a new space. It was suggested that a portion of the Community Building could be converted to house the Library providing 2300 square feet during the discussions. This would more than double their existing square footage.

Mr. Barrantine stated this is probably not a politically good solution based upon the feedback he and City staff have been getting from just having broached the subject of taking the space at the Community Building. There would be many issues to address regarding access to the building.

The Community Building also needs to be addressed if it is to continued to be used. There are plans to build an ADA ramp and a possible solution for handicapped parking. The Public Works shop is adequate for now, but the administration office could be moved to City

Hall. This would provide them with more file storage area. There should also be some covered equipment storage areas provided in the future.

Another option to consider would be to look at purchasing property for future use for new building. Mr. Barrantine noted that these items are summaries of the ideas suggested and directions from the Council are needed. The minimal budget the City has for expanding the facilities is a frustrating factor in the process. It does not cover even the least expensive of the ideas developed. The Library does have some additional funding options such as taxing districts, benefactors, and grant availability.

Director of Public Works Carl McCrary noted that during the discussions with the architect, the options discussed were developed by the needs and the question of where to find space. What possibilities are out there? The idea of moving the Library to the Community Building was not a first thought. Where to put it to help provide more room than it has and try to find some affordable options and practical solutions led us there. Clerk/Treasurer Coni McMaster noted that if the only option presented were to build a new building, then none of the needs will be met, unless the citizens would support a bond to fund it. Library Board Member Mary Putka noted that all options need to be looked at, and that grants are not easy to get, plus take time. There was a suggestion that the Police building be expanded to three stories instead of only two.

It was noted that the process was started to find out what the needs and options are - not to define the funding. This will be a later step in the process. It was suggested that a workshop be held to discuss the issues in more depth.

## **7. UNFINISHED BUSINESS**

### **A. Acceptance of the Downtown Flood Prevention & Wastewater Collection System Projects**

Engineer Mike Johnson of Gray and Osborne, Inc. informed the Mayor and Council that the Downtown Flood Prevention and Wastewater System Improvement projects are basically complete. The one outstanding item on the project is the re-striping of the downtown parking. He requested the Council accept the project as complete, with the understanding that the striping issue can be addressed through the 2 year warranty bond and the retainage held on the project. Mr. Johnson explained that a decision on how to fix the striping has been delayed by factors of how to fix it and how the Downtown Streetscape project may effect the striping. Mayor Poulsen voiced his opinion that however the problem is fixed, it cannot leave any kind of scars on the street that will detract from the finished new street. The City spent too much to have the project completed for the community to have an ugly scarred street. Councilmember Hutchinson stated that he has concerns with liability issues. Councilmember Bud Gish added that he thought the Council's motion at a prior meeting was clear that the street needed to be re-striped and brought back to its new condition. This is to be done even if it means the street has to be ground down and re-paved. Mr. Johnson stated that he can present this to the contractor, but it may take some negotiating which may take a longer period of time. The possibility of using a seal coat was discussed, but the Council was adamant that the street be returned to a new condition while correcting the parking stripes. Kalama resident Jim Dickey asked for Director of Public Works Carl McCrary's opinion on the options to fix the street. Mr.

McCrary stated that he supports the Council's decision to do the job right. No action was taken to accept the project as complete.

8. NEW BUSINESS

A. Overdue Policy for the Kalama Library

Clerk/Treasurer Coni McMaster explained that the ordinance on the agenda for consideration will give the library the ability to address over due items at the Library. This was requested to be implemented by the Library Board and staff.

B. Notification of Minor Change Order on Fir Street Project

Director of Public Works Carl McCrary informed the Council of two minor change orders on the Fir Street project that he had approved which were under \$7000.

9. ORDINANCES & RESOLUTIONS

A. **Ordinance No. 1201** - An Ordinance of the City of Kalama, Washington adding to the Kalama Municipal Code a new Chapter 2.52.060 Unlawful Retention of Library Materials.

Ordinance No. 1201 was read by Title by Clerk/Treasurer Coni McMaster. Councilmember Bud Gish made a motion the City Council adopt Ordinance No 1201 as read by the City Clerk. Councilmember Don Purvis seconded, and the motion carried.

B. **Resolution No. 503** - Surplus Property - Pianos at the Community Building

The Resolution was read by title by Clerk/Treasurer McMaster. A new piano has been placed at the Community Building as a project by Mac Potts. The resolution includes that the old pianos will be sold as is. Councilmember Chuck Hutchinson made motion the City Council adopt Resolution No 502 as read by the City Clerk. Councilmember Dominic Ciancibelli seconded, and the motion carried.

10. **CORRESPONDENCE -**

A. Dept. of Health-Water Treatment Plant Operator-Travis VanSlike

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

A. Mayor Pete Poulsen had no report.

B. Councilmember Adam Smee had no report.

C. Councilmember Dominic Ciancibelli had no report.

- D. Councilmember Chuck Hutchinson had no report.
- E. Councilmember Donald Purvis reported that the Envision Kalama Foundation will be meeting tomorrow at the Port of Kalama Office.
- F. Councilmember Bud Gish had no report.

**12. DEPARTMENT REPORTS**

A. Director of Public Works Carl McCrary noted that crew member Travis Van Skike had received his water operator's certification. Mr. McCrary stated he would like to plan a ribbon cutting ceremony for the Flood Prevention project and invite the County Commissioners to participate. He informed the Council that the crew has replaced about 500 feet of the waterline on Cloverdale working with the Telephone Company. He added that the new room at the Community Building is useable, and the next project will be the handicapped ramp. In response to a question about the double doors, Mr. McCrary indicated that they would be replaced before next winter.

B. Police Chief Bruce Hall reported his department was prepared for this weekend's Car Show event and the Days of Discovery event coming the next weekend.

C. Clerk/Treasurer Coni McMaster asked the Council if any were planning on taking the Columbia River Tour sponsored by the Columbia River Coalition to let her know so she could RSVP. The Association of Washington Cities will be holding Regional Meetings with one in Woodland on October 9, 2007. If anyone would like to attend, she will get them registered. Mayor Poulsen and Councilmembers Hutchinson and Purvis indicated they would like to attend. Ms. McMaster also presented the July Treasurer's report.

Councilmember Don Purvis noted that the Chamber's Tourism booth will have a ribbon cutting ceremony next week as well.

- D. City Attorney Paul Brachvogel was absent.

**13. CONSENT AGENDA -**

*Councilmember Chuck Hutchinson made a motion the City Council approve the Consent Agenda including the minutes for the August 1, 2007 City Council meeting and confirming the City Council Retreat for September 15, 2007 at 9 am. Councilmember Bud Gish seconded, and the motion carried.*

**14. EXECUTIVE SESSION - None**

15 . ADJOURNMENT

Mayor Poulsen adjourned the meeting at 8:35 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**