

**CITY OF KALAMA  
CITY COUNCIL MEETING  
OCTOBER 15, 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 Mike Truesdell, Dominic Ciancibelli, Mike Dennis Langham, Don Purvis, and Mary Putka. City staff present were City Administrator Adam Smee, Superintendent of Public Works Kelly Rasmussen, Clerk/Treasurer Coni McMaster, and Police Chief Randy Gibson. City Attorney Paul Brachvogel and City Planner Matt Buchanan were also in attendance. 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 - None**

**7. UNFINISHED BUSINESS**

**A. Estate Lot Zoning Code—Recommendations from Planning Commission**

City Administrator Adam Smee presented the Planning Commission recommendations on a new Estate Lot Floating zone which is recommended to help provide some low-density development on the outer lying areas of town where there are large tracts of timberlands within the City limits. City Planner Matt Buchanan explained that this would provide transitional areas between the timber area and high density developments while protecting the natural character of the hillsides. It fits within the recommendations and goals of the City's Comprehensive Plan. Both feel that this is good code to provide for quality development in the transitional areas. The items regarding tree preservation or mitigation and home-based business allowances were discussed. The code does allow for mitigation of removal of trees to allow flexibility for site development. The lots will be larger to allow for possible septic requirements but in another 10 years they could be redeveloped to a higher density. While some home based businesses would be allowed, the code does limit the kinds of business to not include manufacturing type activities. The Council was complementary to the Planning Commission for tackling these kinds of issues and the excellent job they do.

**B. Water/Sewer Rate Increase for 2015**

Clerk/Treasurer Coni McMaster noted that when the Council set the public hearing for the 2015 revenues it was discussed to not include any utility rate increases as they wait for

the rate study to be completed. She informed the Council that Public Works staff has worked hard to bring the budget proposals for 2015 into balance, but after review, the projections are less than realistic and will be very difficult to maintain. Operating costs have increased and the rates have not. Water rates were last increased in 2010 while sewer rates were increased in 2012, but this was all dedicated to debt service. Public Works has been down one position for a long period of time and desperately need to fill that position. Ms. McMaster recommends that a rate increase be implemented with the budget to meet these needs in operations. When the rate study is completed additional increases will be needed, but the City needs to do something prior to next year. Mayor Poulsen added that he sees these needs and agrees that they need to be addressed now. Ms. McMaster noted that there are reserves in place, but these need to be maintained in order to address both emergency and future needs on the system. She will add this to the revenue hearing for further discussion unless the Council objects.

**8. NEW BUSINESS - None**

**9. ORDINANCES & RESOLUTIONS**

**A. Ordinance No. 1342 Estate Lot Zoning**

Ordinance No. 1342 was read by title: An Ordinance of the City of Kalama, Washington adopting a new Kalama Municipal Code Chapter 17.20 Estate Lot Floating Zone to provide transitional zoning options for residential development between low density zoning areas and undeveloped timberlands. Councilmember Dominic Ciancibelli made a motion the City Council adopt Ordinance No.1342 as read. Councilmember Mary Putka seconded, and the motion carried.

**B. Ordinance No. 1343 Zoning Code Amendments related to Estate Lot Zoning**

Ordinance No 1343 was read by title: An Ordinance of the City of Kalama, Washington amending sections of the Kalama Municipal Code Chapter 17 to comply with the new Chapter 17.20 Estate Lot Floating Zone. Councilmember Mary Putka made a motion the City Council pass Ordinance No. 1343 as read. Councilmember Mike Langham seconded, and the motion carried.

**C. Ordinance No. 1344 Sewer Code Amendment related to Estate Lot**

Ordinance No. 1344 was read by title: An Ordinance of the City of Kalama, Washington amending Kalama Municipal Code Chapter 12.04 Sewer Connections to update the code to conform with the new Estate Lot Floating Zoning. Councilmember Mike Truesdell made a motion the City Council pass Ordinance No. 1344 as read. Councilmember Mike Langham seconded, and the motion carried.

**D. Ordinance No. 1345 Short Subdivision Code Amendment related to Estate Lot**

Ordinance No. 1345 was read by title: An Ordinance of the City of Kalama, Washington amending Kalama Municipal Code Chapter 16.24 Short Subdivisions to update the code to conform with the new Estate Lot Floating Zoning. Councilmember Don Purvis made a motion the City Council adopt Ordinance No. 1345 as read. Councilmember Mike Langham seconded, and the motion carried.

**E. Ordinance No. 1346 KMC Chapter 12 – Water/Sewer Code Update – Monthly Billing**

Ordinance No. 1346 was read by title: An Ordinance of the City of Kalama, Washington amending sections of Kalama Municipal Code Chapter 12 to allow for the conversion to monthly billing for all residential customers and address the cost of issuing notifications to customers. Councilmember Dominic Ciancibelli made a motion the City Council adopt Ordinance No. 1346 as read. Councilmember Don Purvis seconded, and the motion carried.

**10. CORRESPONDENCE - None**

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

A. Mayor Pete Poulsen had no report

B. Councilmember Mike Truesdell reported he had met with Coni and discussed the importance of the utility rate increase and its need to continue to provide quality service.

C. Councilmember Dominic Ciancibelli reported he met with Kelly, Adam and Coni discussing the rates and the rate study proposals. He noted he believes the emphasis should be on what the staff needs to provide the supporting information to the Council for making a decision. It was noted that both Mike Langham and Mary Putka have also responded to Adam on the proposals and what they see as the needs.

D. Councilmember Mike Langham had no report

E. Councilmember Donald Purvis reported he attended the AWC Regional Forum where AWC is encouraging local officials to be actively contacting their local legislators to discuss the funding issues cities face. He suggested inviting Ed Orcutt to attend a meeting in the near future. Mayor Poulsen indicated he would do this.

F. Councilmember Mary Putka reported the library staff is looking forward to its expansion at the present site and excited about the possibilities.

**12. DEPARTMENT REPORTS**

A. City Administrator Adam Smee reported he has been working on the Shoreline Master Plan update addressing comments from the Port of Kalama on issues related to water front development in the Port area. Adam presented the 2014 Smart Communities Award the City received for the Planning Commission’s work on the mixed use zoning code from the Governor. This was a cooperative effort between the Port of Kalama and the City with the help of the COG and all three are recognized with the award. The code will allow for flexible future development driven in part by the available market. The Planning Commission held extra meetings and worked diligently to complete the project on a fast track and are to be

commended for the quality code that was developed. Planning Commission member Dan Ohall noted the City Administrator Adam Smee helps to keep the Commission on track as well. It was noted that this is the first award of this type the City has ever received. The Council acknowledged that the Planning Commission is very deserving of the award.

**B.** Superintendent of Public Works Kelly Rasmussen presented a written report commenting on the staffing level with vacations and one member on medical leave. Wastewater Treatment Plant Operator Rich Smith is doing well after back surgery two weeks ago. He noted the blower replacement, the motor work at the 5<sup>th</sup> Street Pump station and the waterline replacement on Barnwell Court which were completed by the crew.

**C.** Police Chief Randy Gibson presented his statistical report commenting on the cases involving the naked persons, the DUI backing over the sidewalk bench, the vehicle prowls at Columbia Terrace Estates, and the death at the Marina. Also discussed was the skateboard incident where a skateboarder nearly got hit by a school bus. The City code does not prohibit skateboarding the streets or sidewalks, only requires that it be done in a safe manner. This may be something the Council could address, but it would be a hot button item. There is an element of high risk activity with skateboarding, but should the City try to control personal behaviors in its effort to protect the public.

**D.** Clerk/Treasurer Coni McMaster noted that the Voucher total for payment tonight is \$83,322, 57 and had not been added to the agenda. She reported that staff has been receiving a lot of comments from outside water customers on not having the ability to comment on the fluoride issue. To address the issue as the outside residential is billed at the end of the month, she will include a survey with the bills so they can return them if they want. Councilmember Mary Putka noted it should be worded just like the ballot measure. Ms. McMaster also informed the Council that the purchase of the Bank building has been moving forward, but there are some issues with the timing of the funding that require the City to look at interim financing to avoid missing the sale and purchase agreement deadline and incurring a penalty. The federal funding from Rural Development has not yet been received at the state level and so it will probably not be available by the November 1 deadline. The City could do a short term (90 days) interfund loan from the water reserves to cover the purchase of the building to meet the agreement deadline with the bank. Upon final approval of the RD funds, the City would repay the loan in full. This only came to the staff's attention today, so all the details have not been worked through, so the Council would need to set a special meeting if they want to pursue the option and move forward with the purchase. The Council agreed to hold a special meeting at 6 p.m. on Wednesday October 22, 2014 to discuss the purchase of the building and interim financing issues.

**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 for \$83,322.57 for October 2014
2. Minutes of the October 1, 2014 City Council Meeting

3. Set 2015 Budget and 2015-2021 Capital Facilities Plan Public Hearings for November 19 and December 3, 2014 at 7 pm.
4. Set a 2015 Revenue & Budget Hearing for the Kalama Transportation Benefit District for November 19, 2014, 6pm

*Councilmember Don Purvis seconded, and the motion carried.*

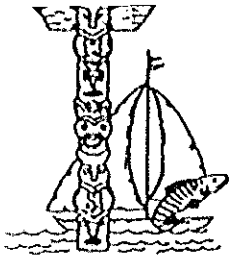
**14. EXECUTIVE SESSION - None**

**15. ADJOURNMENT**

Mayor Poulsen adjourned the meeting at 8:10 p.m. These minutes are not verbatim. A copy of the video recording for this meeting is available for review. *(Audio recording was inadvertently not made)*

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

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



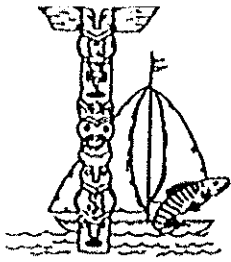
# City of Kalama

320 N. First St.  
Kalama, WA 98625



## City Council Agenda October 15, 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. Estate Lot Zoning Code – Recommendations from Planning Commission
  - B. Water/Sewer Rate Increase for 2015
7. **NEW BUSINESS**
8. **ORDINANCES & RESOLUTIONS**
  - A. Ordinance No. 1342 Estate Lot Zoning
  - B. Ordinance No. 1343 Zoning Code Amendments related to Estate Lot Zoning
  - C. Ordinance No. 1344 Sewer Code Amendment related to Estate Lot
  - D. Ordinance No. 1345 Short Subdivision Code Amendment related to Estate Lot
  - C. Ordinance No. 1346 KMC Chapter 12 – Water/Sewer Code Update – Monthly Billing
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



# City of Kalama

320 N. First St.  
Kalama, WA 98625



## City Council Agenda October 15, 2014 @ 7 pm

- 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

### 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 \$ for, October 2014
- B. Approval of Minutes:
  - 1. Minutes of the October 1, 2014 City Council Meeting
- C. Other Consent Agenda Items
  - 1. Set 2015 Budget and 2015-2021 Capital Facilities Plan Public Hearings for November 19 and December 3, 2014 at 7 pm.
  - 2. Set a 2015 Revenue & Budget Hearing for the Kalama Transportation Benefit District for November 19, 2014, 6pm

### 13. EXECUTIVE SESSION

### 14. ADJOURNMENT

# CITY OF KALAMA

# SIGN - IN SHEET

MEETING Kalama City Council

DATE October 15, 2014

Name	Address	Phone/Email	Do you wish to Speak?	Subject
BEN PURVIS	KLTV			
DAN O'HALL	KALAMA		NO	

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