

**CITY OF KALAMA
CITY COUNCIL MEETING
DECEMBER 5, 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, Don Purvis, and Bud Gish. Councilmember Chuck Hutchinson was absent. City staff present were Director of Public Works Carl McCrary, Clerk/Treasurer Coni McMaster, and Police Chief Bruce Hall. City Attorney Paul Brachvogel was also present. 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

A. Pathways 2020 - Paul Youmans

Mr. Paul Youmans introduced himself and gave an overview of the Pathways 2020 program. The program is not a social service agency, but works with other organizations to solve local problems. The programs are available throughout the County and the focus is on healthy life styles, enhancing educational opportunities, and strengthening families. A couple of items that have or would directly affect Kalama are the possibility of expanding the Headstart program into Kalama and the free medical clinic in Longview which has served some Kalama residents. Another project that was of interest would be the development of a skill center for vocational training of local youth. Pathways also acts as the fiscal agent for the Envision Kalama Foundation. Currently the City has received a proposal to include in the 2008 budget funds that would allow the Cowlitz Wahkiakum Council of Governments to help finance the activities of Pathways 2020. The Council wanted to know what exactly the program was about, and how it would benefit citizens of Kalama prior to making a decision. Mayor Poulsen thanked Mr. Youmans for the information.

5. PUBLIC HEARINGS

A. 2008 Budget & 2008-2013 Capital Facilities Plan

Mayor Poulsen opened the public hearing at 7:12 pm. Clerk/Treasurer Coni McMaster explained that only minor changes had been made to the draft budget, most of which were adjustments to the projected beginning balances. The Mayor and Council requested that the funding for the Pathways 2020 program be included in the final budget. Ms. McMaster explained that this would not change the total of the budget, but just reduce the projected 2008

ending balance. The total of the budget is \$8,656,450.00. It was noted that the City seems on better track with the budget and is in better financial shape than it was a few years ago. The City has moved forward with improvements and equipment upgrades and still has a balanced budget. Mayor Poulsen noted that the Council has moved the City forward, and the results have been a group effort. Kalama resident Jim Dickey complimented the Council and staff on their efforts with the budget. There were no other public comments. Mayor Poulsen closed the public hearing at 7:22 pm.

6. PUBLIC COMMENTS/CONCERNS - None

7. UNFINISHED BUSINESS

A. Authorize Mayor to sign CTED Growth Management Grant Agreement

Clerk/Treasurer Coni McMaster explained this grant is from the state and will be used to update the City's zoning code. Councilmember Dominic Ciancibelli made a motion the City Council authorize the Mayor to sign the agreement with CTED . Councilmember Bud Gish seconded, and the motion carried.

B. Gray & Osborne-Addendum No. 2 to Engineering Services Agreement - Water System Plan

Mayor Pete Poulsen explained that having Gray & Osborne update the water system plan would be efficient as they already have extensive knowledge of our water system and completed the current plan six years ago. This should be less costly as well. Councilmember Bud Gish made a motion the City Council authorize the Mayor to sign Addendum # 2 to the Gray & Osborne General Engineering Service Contract for preparation of the 2008 Water System Plan for an amount not to exceed \$34,569. Councilmember Don Purvis seconded, and the motion carried.

8. NEW BUSINESS

A. Chemical Bid Awards

Director of Public Works Carl McCrary informed the Council that the City received two bids for chemicals to be used at the Water and Sewer plants in 2008. However, one of the bids did not include the shipping and handling charges directly in the chemical costs bid. City Attorney Paul Brachvogel explained that the City can reject the bid for two reasons. First the bid documents stated that all fees for delivery were to be included in the bid price and this was not the way the bid was presented. Second the City could not allow the bidder to incorporate the seperately stated surcharges after the fact as the bids had been opened and the amounts declared publicly. The City can award the bid to the other bidder due to the first bidder not being in compliance with the bid requirements. Councilmember Adam Smee suggested that in the interest of public relations, a letter be sent to the first bidder making them aware of the problem and the City's wish to work with them in the future. Councilmember Don Purvis asked why so few bids were received. Mr. McCrary noted that in the past the City has received about four bids, but the suppliers did not always bid all the chemicals as was the case this year. Councilmember Bud Gish made a motion the City award the bid for supplying chemicals to the City to Univar for 2008. Councilmember Adam Smee seconded, and the motion carried. It

was noted that the annual cost would be around \$60,000.

9. ORDINANCES & RESOLUTIONS

A. Ordinance No.1209 - An Ordinance of the City of Kalama, Washington, amending Kalama Municipal Code 10.04.040 to provide for designating a 35 mph speed limit on Meeker Drive north from the southwest corner of parcel no. 61378 across Meeker Drive to the southeast corner of parcel no. 613530200 in Section 8, Township 6 North, Range 1 West of the Willamette Meridian to the north city limits.

Clerk Treasurer Coni McMaster read the ordinance by title. Councilmember Bud Gish made a motion the City Council adopt Ordinance No 1209 as read by the City Clerk. Councilmember Dominic Ciancibelli seconded. It was noted that this is to retain the 35 mph speed limit in the area along Meeker Drive that was annexed. The motion carried.

B. Resolution No 508 - A Resolution of the City Council of the City of Kalama discharging and removing uncollectible charges on delinquent utility accounts in order to clear the city records.

Clerk/Treasurer Coni McMaster read the resolution into the record indicating that the amount to be written off is \$2335.02. City Attorney Paul Brachvogel noted that he has reviewed the accounts and they are uncollectable either due to statute of limitation issues or bankruptcy. Several Councilmembers voiced concerns regarding this happening in the future. Ms. McMaster provided a copy of the the policy and procedures the staff is following to avoid any reoccurrence in the future. Councilmember Bud Gish made a motion the City Council adopt Resolution No 508 as read by the City Clerk. Councilmember Adam Smee seconded, and the motion carried.

Mayor Poulsen noted that the Council will need to set aside some time to begin reviewing some of the City code sections for updating. The Council agreed and requested that staff work up a schedule and provide code sections for review.

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen commended the City crew for all their efforts during the recent storm. They were out at 1 am dealing with high water at the south end of town and other areas. Director of Public Works Carl McCrary noted that this was a good test run of the new flood control systems.

B. Councilmember Adam Smee had no report.

C. Councilmember Dominic Ciancibelli had no report.

D. CouncilmemberChuck Hutchinson was absent.

E. Councilmember Donald Purvis reported that Envision Kalama is working on a program to allow citizens to participate in an adopt a tree program. He added that the Kalama Chamber has also elected new officers for 2008.

F. Councilmember Bud Gish had no report.

8. NEW BUSINESS - Out of Order

Clerk/Treasurer Coni McMaster read a letter from Planning Commission Chair Don Mathison requesting the City Council reconsider reducing the Commission from seven to five members. The Commission recognizes the attendance problems of the last year and have committed to be in attendance. The City Council agreed to allow the Commission a year to get back on track with the seven members. The vacant position will be posted. Ms McMaster then presented the Council with a letter from Commissioner Jim Hendrickson requesting to be reappointed to the Commission as his term expires on January 2, 2008. Councilmember Dominic Ciancibelli made a motion the City reappoint Jim Hendrickson to the Planning Commission for an additional term. Councilmember Adam Smeed seconded, and the motion carried.

12. DEPARTMENT REPORTS

A. Director of Public Works Carl McCrary presented a written report and commented on several items. The landscaping along Fir Street has been completed. On Thanksgiving several members of the City crew worked to bring the Gore Road pump station back into operation after the pump burned out due to a bad transformer. Several outside contractors were also instrumental in keeping everyone with water.

Mr. McCrary informed the Council that a conservation alert had been sent out for the area around upper Taylor Road due to low water levels in the reservoirs. The recent storms have caused the water from the river to require additional filtration which requires the filters be changed more often. That process and a broken water main allowed the reservoirs to drain below normal levels. The problem should be under control in a day or two.

B. Police Chief Bruce Hall reported that he and Mayor Poulsen had made a public service announcement on the public access station KLTU wishing the citizens happy holidays. He has two officers at training, including Sgt. Parker in Texas with the new drug dog. That training is going well. The department has been patrolling and contacting residents in the newly annexed area. Chief Hall added that he is coordinating the workshop on the City's facilities plan which will also address maintenance and repairs on the buildings.

C. Clerk/Treasurer Coni McMaster reported she is preparing to complete the census of the Meeker Drive Annexation area in the next couple of weeks. The City employees, including the Council were reimbursed in November for over withheld L& I deductions. Ms. McMaster invited the Council to the annual Goodwill Club Christmas party on December 14, 2007

at 6 pm at the Community Building.

D. City Attorney Paul Brachvogel had no report.

13. CONSENT AGENDA -

Councilmember made a motion the City Council approve the Consent Agenda including

Claims Vouchers totaling \$199,174.64 for November, 2007, Payroll Vouchers totaling \$119,338.18 for November, 2007, minutes of the November 21, 2007 City Council 2008 Budget Workshop, minutes of the November 21, 2007 City Council Meeting, and set a Workshop to review Facilities Plan - December 19, 2007 @ 6 pm. Councilmember Don Purvis seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 8:03 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