

**CITY OF KALAMA
CITY COUNCIL MEETING
DECEMBER 17, 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 Chief Randy Gibson. City Attorney Paul Brachvogel was 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

A. Comcast Internet Essentials Program – Tess Fields

Ms. Fields was not present.

5. PUBLIC HEARINGS - None

6. PUBLIC COMMENTS/CONCERNS

Margaret Hendrickson of 6429 Old Pacific Highway asked the Council if a decision had been made on increasing the speed limit going south on First Street/Old Pacific Highway past the four-way stop at Elm Street. Mayor Poulsen replied that the City feels the 25mph speed limit is appropriate for the area and it would require a traffic study to increase the limit. Ms. Hendrickson stated that it use be 35 and she didn't understand why it was changed stating the former Public Works Director just did it. She wanted to know why. No one present could remember when it was changed, but the Mayor did agree to have it researched. Ms. Hendrickson also asked what the public can do if they want to get it changed. Mayor Poulsen stated that if she can get enough residents to come to Council to address the issue, the Council might be persuaded to revisit the issue. Councilmember Dominic Ciancibelli noted that a traffic study is expensive and it is not included in the proposed budget. It was noted that there are several intersections, a preschool, a church and many residences in this area which is why the 25 mph limit is appropriate. Superintendent of Public Works Kelly Rasmussen noted that State laws require 25 mph speed limits in all city limits. The only way to increase the limit is to complete a traffic study. Kalama only has five areas inside the City limits where the speed limit is above 25 and these are outlying areas on Meeker Drive, Kalama River Road, West Frontage, Cloverdale, and China Garden Road. Mayor Poulsen noted that the change in the speed limit would be looked at and Ms. Hendrickson would be

informed.

7. UNFINISHED BUSINESS

A. Authorize Mayor/City Administrator to Sign TIB Documents – China Garden Road Project

Mayor Poulsen thanked Superintendent of Public Works Kelly Rasmussen and City Administrator Adam Smee for working hard to get grant funding the many street projects to be done in 2015. Councilmember Dominic Ciancibelli made a motion the City Council authorize the Mayor or City Administrator to sign the TIB documents for the China Garden Road project. Councilmember Mike Langham seconded, and the motion carried.

8. NEW BUSINESS

A. Annual Appointment of Municipal Court Judges/Judges Pro Tem

This was tabled for action due to the absence of two Councilmembers and Councilmember Mary Putka having to recuse herself, as she is married to one of the judges. This would be put on the agenda for January 7, 2015.

B. Financial Policy Update

Clerk/Treasurer Coni McMaster explained the Finance Department is moving to doing more on-line business including the paying of the City's bills on line with their vendors. This requires the policies be updated to address the different actions required to safeguard these transactions. Also, there will be off site receipting at both the Library and Police stations once the City Hall moves to the new building which will require some added changes. During the review there were some additional housekeeping changes found that are also included.

9. ORDINANCES & RESOLUTIONS

A. Resolution 617 – Financial Policies

Resolution No. 617 was read by Title: A Resolution of the City Council of the City of Kalama replacing Resolution No 572 updating the adopted Financial Policy for the City of Kalama. Councilmember Mike Langham made a motion the City Council adopt Resolution No. 617 as read. Councilmember Mary Putka seconded, and the motion carried.

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen thanked Mayor Pro Tem Mary Putka for handling the last Council meeting in his absence. He thanked the Council for passing the 2015 Budget including a utility rate hike which is never easy. He noted all the staff's work to present a balanced budget and meet all the needs of the city.

B. Councilmember Mike Truesdell was absent.

C. Councilmember Dominic Ciancibelli listed the accomplishments Public Works made during 2014 outside of just the day-to-day operating functions which include, rebuilding a 80 foot culvert on Douglas Street, replacing 600 feet of sewer line on Holly Street, the waterline tie-in at the new Temco site, replacing 120 feet of undersized waterline on Barnwell Court, the new waterline extension at Gwynne Road and China Garden Road, several street overlay projects, the Elm Street sidewalk project, purchase of new jetter which was used successfully at three incidents, and the replacement of the residential meters with radio read meters.

D. Councilmember Mike Langham had no report.

E. Councilmember Donald Purvis was absent.

F. Councilmember Mary Putka had no report.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee reported with the passage of the budget, staff is working to close out 2014. We are moving forward amid the red tape to complete the financing through USDA – Rural Development for the bank building. Adam also noted that he has started some preliminary contract negotiations with the Teamsters as the contract will expire in June 2015. Adam later noted that the City is in the middle of the permitting and SEPA process for the sewer forced main being put in by the Port for the East Port area including Haydu Park.

B. Superintendent of Public Works Kelly Rasmussen presented a written report. He noted the accomplishments listed earlier which are completed with only a 3-man crew making 2014 a very busy and productive year. He gave praise to his crew. Kelly reported that the crew found and fixed a bad relay at the Water Treatment Plant, worked through the wind storm to keep the sewer pumps running and all the residents in water during the power outages. He added that the City needs to get onsite generators at all the sewer pump stations, so during power outages the pumps will operate and the City can avoid the possible sewer violations. He informed the Council that the posting for the new position has been sent out and will close at the end of December. Also the City will open Chemical bids on Monday the 22nd and will be interviewing for general engineering services in January.

C. Police Chief Randy Gibson presented his statistical report commenting on the one drug arrest. He reported that the Shop with a Cop held in Woodland served 92 children including 14 from Kalama. This Saturday Kalama will host their own event for children under 6 at the local Kids Resale and Toys. There will be 10 children involved and the owner will match the funds the City provides.

D. Clerk/Treasurer Coni McMaster reported work has begun on the Utility Rate Study with she and Kelly having pulled together answers and information HDR requested in a 5 page request. She wished the Council and all present a Merry Christmas.

E. City Attorney Paul Brachvogel had no report, but noted his disappointment in Governor's Transportation Plan which leaves out all of southwest Washington.

Mayor Poulsen informed the Council of a recent email he received from France. A local artifact hunter had uncovered a World War II canteen which showed the name of Melvin K. Brewer and Kalama as his home. The Brewers are local family having a long history in the community. Mayor Poulsen relayed the message on to the family and he received a note back that they have made contact with the gentleman in France.

13. CONSENT AGENDA

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


1. Claims Vouchers Totaling \$44,360.34 for December 2014
2. Payroll Vouchers Totaling \$55,261.21 for December 1-15, 2014
3. Minutes of the December 3, 2014 City Council Meeting
4. Minutes of the November 19, 2014 Transportation Benefit District Board Meeting
5. Approve Mayor's Re-Appointments of
 - a. Dan Ohall to the Planning Commission - 1/02/2021
 - b. Patrick Harbison to the Planning Commission 1/02/2021
 - c. Pix Basso to the Library Board - 1/02/2020
 - d. Mike Reuter to the Parks Committee - 1/02/2018
 - e. Nancy Toteff to the Parks Committee - 1/02/2018

\Councilmember Mike Langham seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

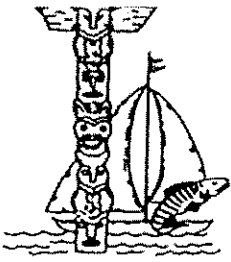
Mayor Poulsen adjourned the meeting at 7:40 p.m. These minutes are not verbatim. A copy of the video recording for this meeting is available for review. *(Audio recording was inadvertently not made)*



Pete Poulsen - Mayor



Coni McMaster - Clerk/Treasurer



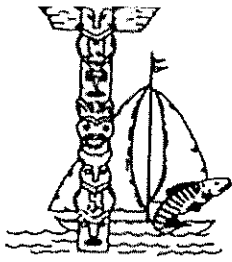
City of Kalama

320 N. First St.
Kalama, WA 98625



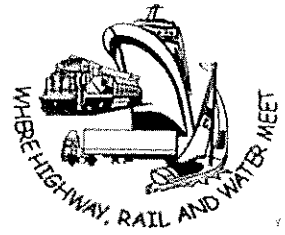
City Council Agenda December 17, 2014 @ 7 pm

1. **OPENING** - Mayor Pete Poulsen
 - A. Flag Salute
 - B. Roll Call
 - C. Changes to the Agenda
2. **EXECUTIVE SESSION**
3. **PRESENTATIONS & AWARDS**
 - A. Comcast Internet Essentials Program – Tess Fields
4. **PUBLIC HEARINGS**
 - A.
5. **PUBLIC COMMENTS & CONCERNS**
6. **UNFINISHED BUSINESS**
 - A. Authorize Mayor/City Administrator to Sign TIB Documents – China Garden Road Project
7. **NEW BUSINESS**
 - A. Annual Appointment of Municipal Court Judges/Judges Pro Tem
 - B. Financial Policy Update
8. **ORDINANCES & RESOLUTIONS**
 - A. Resolution 617 – Financial Policies
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 December 17, 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 \$44,360.34 for December 2014
 - 2. Payroll Vouchers Totaling \$55,261.21 for December 1-15, 2014
- B. Approval of Minutes:
 - 1. Minutes of the December 3, 2014 City Council Meeting
 - 2. Minutes of November 19, 2014 TBD Meeting
- C. Other Consent Agenda Items
 - 1 Approve Mayor's Re-Appointments of
 - a. Dan Ohall to the Planning Commission - 1/02/2021
 - b. Patrick Harbison to the Planning Commission 1/02/2021
 - c. Pix Basso to the Library Board – 1/02/2020
 - d. Mike Reuter to the Parks Committee – 1/02/2018
 - e. Nancy Toteff to the Parks Committee – 1/02/2018

13. EXECUTIVE SESSION

14. ADJOURNMENT

CITY OF KALAMA

SIGN - IN SHEET

MEETING Kalama City Council

DATE January 7, 2015

Name	Address	Phone/Email	Do you wish to Speak?	Subject
Ben Purvis	KCTV			
MMBANK			NO	
SCOTT-HARTMAN -KAYLA BROWN	599-NEW ST	360-431-5112	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.