

**CITY OF KALAMA  
CITY COUNCIL MEETING  
JULY 3, 2019**

**1. OPENING**

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

Councilmembers present were Sandra Macias, Mike Dennis Langham, Rosemary Brinson Siipola, and Mary Putka. City staff present were City Administrator Adam Smee, Director of Public Works Kelly Rasmussen, Clerk/Treasurer Coni McMaster, and Police Chief Ralph Herrera. City Attorney Sam Satterfield was also present. Members of the public present are listed on the sign-in sheet.

**2. CHANGES TO THE AGENDA**

Clerk/Treasurer Coni McMaster noted the appointment to the Library Board had been added to the consent agenda since the draft went out. She also moved the action item for the Port of Kalama's Haydu Park Shoreline Permit Extension from the consent the agenda to unfinished business.

**3. PRESENTATIONS & AWARDS**

**4. EXECUTIVE SESSION**

**5. PUBLIC HEARINGS**

**A. Continued Public Hearing on the Port of Kalama's Haydu Park Shoreline Permit Extension Application**

Mayor Reuter reopened the continued public hearing on the Port of Kalama's Shoreline Permit extension request. City Planner John Flynn recapped from the previous hearing the request is for an extension of the existing Shoreline Permit approved for the Port of Kalama's development of Haydu Park and the current configuration of the ballfields. The application will be amended to allow for expansion of the southern baseball field by the school for their use as an interim field. Since the June 20th hearing a lot has happened and some late informational items have been provided tonight which includes a memo revising a condition as outlined in the staff report of July 2<sup>nd</sup>, a modified critical areas report and a revised site plan showing changes to the design removing the work from the floodplain. After hearing the concerns with the work in the floodplain at the previous hearing, the applicant reviewed the design and modified it to avoid any work in the floodplain. The school needs to build this summer and the hydrological reports required were creating an issue and their request to alter the timing of those reports was also a concern at the previous hearing, which was also considered in making the modification. Since the applicant modified the site plan to remove any work in the floodplain, this is no longer an issue. The SEPA comment period closed on June 28<sup>th</sup> with the only comment from DOE. Their concerns were requiring monitoring of the

mitigation measures for 5 years, having more plants of different varieties, and that erosion control measures be met which is a standard comment. They gave no reason for requesting 5 years when the code allows for a minimum of 2 years. The original project required only 2 years and the applicant successfully met all the standards, so staff believes that 2 years is adequate and will be monitoring reports during the 2-year period. The greater diversity in planting has been addressed by the applicant in the updated critical areas report and has responded to all comments. The SEPA determination is now closed. Staff is recommending approval of the extension of the Port of Kalama's Shoreline permit approving the design as revised and with conditions as outlined in the staff reports of July 2<sup>nd</sup> and 3<sup>rd</sup>. Representative for the Applicant Jonah Jenson explained the revision to the design modifies the one corner of the field with a shortened baseline and is just a very small area. Ms. Tanja Gravina of 475 N. Fourth asked if this field is temporary or will be a permanent field for the school. Mr. Jenson explained that in the future they will build a new field on the school site, but for now the school will play at Haydu Park. Ms. Gravina asked if the Port or is it the School paying for it? The school is paying for and making the modifications and the field will be the Ports who will maintain it for the future, under an interlocal agreement between the entities. Ms. Gravina asked how this is going to work for students – will the school be busing or are they expected to get there on their own. Mr. Jensen stated he believes the plan is to bus the students out to the field. He added that the batting cages and the old fields are still available for practice up at the school. Ms. Marrene Jenkins asked why the City is involved in the process as it is a school project on Port property, being paid for by the school via the taxpayers. City Administrator Adam Smee explained the City is the permitting authority for the project which is within its boundaries. The City is responsible to the state and other regulatory authorities to ensure compliance so the City is responsible to approve the permit and enforce the environmental codes. State code requires and allows the city to adopt and enforce Shoreline code which has been done. It was noted that any construction project is required to comply with the codes and go through the City if within the City limits.

There were no other comments. Councilmember Sandra Macias and Mayor Reuter thanked the Port for helping the School with the site. Mayor Reuter closed the public hearing.

## **6. UNFINISHED BUSINESS**

### **A. Port of Kalama Haydu Park Shoreline Permit Extension Application**

Councilmember Rosemary Siipola made a motion the City Council approve the extension of the Port of Kalama's Substantial Shoreline permit and the revisions as presented with conditions as outlined in the City Staff reports of July 2 and 3, 2019. Councilmember Mike Langham seconded, and the motion carried

## **7. NEW BUSINESS - None**

## **8. ORDINANCES & RESOLUTIONS**

### **A. Resolution 680 – Surplus Public Works Ford F150**

Resolution No. 680 was read by title. A Resolution of the City of Kalama, Washington declaring the Public Works 2006 Ford F-150 Pickup as surplus and authorizing disposal in the City of Kalama's best interest. Councilmember Mary Putka made a motion the Council adopt resolution No. 680 as read. Councilmember Rosemary Siipola seconded, and the motion carried.

## **9. PUBLIC COMMENTS/CONCERNS**

Kalama resident John Flynn addressed the Council regarding the use of Community Building by reading a section from the Kalama Rental Policy "Fees may be waived by the City Council for events that directly benefit either the building itself or the City. The City will allow the building to be used for public meetings by other public and governmental entities when the purpose is to inform the community at large of issues that may affect the community as a whole." He stated he hoped the Council were all aware that several of the candidates are organizing a meet and greet opportunity for the public to come meet the candidates and asked why the building fees could not be waived for the event. Mayor Reuter stated that this would have to be put on the agenda. City Attorney Sam Satterfield noted the City has to be able to show impartiality of an event to consider such a request. He agreed it should put before the Council as an agenda item so that all the factors could be reviewed and considered to determine if the fee could be waived for the public benefit. Councilmember Sandra Macias asked how would the Council can assure the public is from the City and not special interests being included. It was noted that the next Council meeting is after the event. Councilmember Siipola noted that a meet and greet is a political event usually organized by the candidate and their supporters. Clerk/Treasurer explained that the meeting in question was requested by a representative of one candidate and not an impartial party or separate organization which is why it was not considered to have meet the previous policy applied to candidate forums organized by Amalak. Councilmember Siipola noted that the City shouldn't host the campaigns. Mayor Reuter noted he would look into it further.

Tanja Gravina of 475 N. Fourth Street, asked about the information on the ballot measure related to the vehicle fees and if the staff had put together that information yet. Clerk/Treasurer McMaster noted she had not gotten this completed yet. The issue will be on the November ballot and it will be addressed prior to that.

## **10. CORRESPONDENCE - None**

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

- A.** Mayor Mike Reuter had no report.
- B.** Position Vacant
- C.** Councilmember Sandra Macias reported that the Heritage Festival was a wonderful event. A great family event and wonderful music.

**D.** Councilmember Mike Langham had no report on the police issues. He noted he wanted to address some rumors he has heard and hopes to put them away. He asked the Mayor if he had requested certain candidates not put out signs if they applied for the vacant council position or that they should not put out signs until after the interviews. Councilmember Langham also asked Mayor Reuter had told candidates to not put their signs together in each other yards. Mayor Reuter explained he did talk to candidates explaining that he felt the signs were endorsements of a particular candidate, but that it wasn't a rule. Councilmember Langham stated he, who is not running, will not put with tactics that appear to be election violations and it is possible election officials will investigate. All the candidates should check with the election officials about what is or isn't allowable. He noted that the Mayor needs to know what he can or cannot do as he represents all the people. Mayor Reuter stated that he was addressing the perception with the candidates not any requirements or that is was against some code. City Attorney Sam Satterfield noted that there are no laws regarding signs specifically. They can be put on private party.

**E.** Councilmember Rosemary Siipola reported on the AWC conference which was a great event she and City Administrator Adam Smee attended. The City flag was presented and received a lot of positive comment. The conference emphasized strategic planning which she believes Kalama should focus on. Next year's conference will be in Kennewick.

**F.** Councilmember Mary Putka reported that the Library has had a great month with a record of 25 new cards being issued. The storytime event is well attended and all appear to have a great time. There is a change in the staff, as the recent hire was not able to meet the schedule needed. The City hired another applicant that was interviewed previously and it will make the transition easy. There was a question about evening functions but there is an issue with costs due to overtime for staffing. Councilmember Putka read from a note from Linda Dolph one of the organizers of the Heritage festival voicing the appreciation to the Council for attending the event, and reporting they collected 300 pounds of food for the local Helping Hand. They are already planning next year's event. She continued that she and Clerk/Treasurer Coni McMaster are setting up a Tourism committee to set a policy for the tourism funds now that the funding the City receives has increased. The plan is to get the community organizations involved to develop a protocol in how to apply and how the City should expend those funds.

## **12. DEPARTMENT REPORTS**

**A.** City Administrator Adam Smee reported that we received the new population estimate from the state which is considered the official population between census years. Kalama has grown from 2750 to 2900 which is a very significant increase of 5%. The growth is trending upward which emphasizes the need for land use planning, public safety, and tourism.

**B.** Director of Public Works Kelly Rasmussen presented his report. He noted he met with WSDOT regarding the ELM street project requiring sidewalks underneath the underpass. The City will have to do one crosswalk across Elm north to south near the location of the restroom. This has moved the project back to 2020 for going out to bid, but hopefully the City will receive a better bid during the slower construction season. The Lower Cloverdale pump

station is on hold while waiting delivery of the pump, but is on schedule.

**C.** Police Chief Ralph Herrera presented his statistical report for 122 calls for service with 11 reportable incidents, but nothing significant. He has put out a public service announcement regarding fireworks which includes reminders on the times allowable, allowable fireworks under state law and to be safe and smart avoiding dangerous behavior. He has added information from the Port on where fireworks can be done along the riverfront. Officer Wong was at the festival all weekend. The department is prepared for the parade next Saturday. It will come from the North heading South down first street. The parade will no longer be coming from the underpass and W. Frontage Road. Chief Herrera noted that First Street will be posted for no parking 24 hours before event. About two hours before the event he will check the street and hopefully won't have to tow anyone. The department is working on National night out in the first week of August.

**D.** Clerk/Treasurer Coni McMaster provided the Cash and Investment report for June. She noted she will be doing a review for a mid-year budget amendment based on the changes and variables experienced so far this year. She provided an overview of the Community Building noting that the Parks & Rec activities are quite significant. She did transfer the funds for the Community Building from the parks fund noting that she hadn't realized it wasn't done since 2016. As was noted by Councilmember Putka, she is working to get a committee together for Tourism so that a policy can be in place when the 2020 budget is prepared. With this the special events permit is also being reviewed to address events better in the future. She has received 16 applications for the Finance position. She noted that she corrected the date on the Draft minutes to reflect June 20 not June 6. Ms. McMaster reported that a Library Board member resigned. The City previously received two applications for the previous vacancy. The second applicant is still interested and willing to serve and that appointment is on the consent agenda. The Civil Service Commission has also received a resignation and that opening will be posted for applications.

**E.** City Attorney Sam Satterfield had no report.

### **13. CONSENT AGENDA**

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

- A. Claims and Payroll Warrants #40493-40540 plus ACH/EFT payments for the Month of June in the amount of \$ 286,964.07
- B. Approval of Minutes of the June 20, 2019 City Council Meeting
- C. Appointment of Ruthie Tippen to the Library Board filling a vacated term until 1/1/2024.

Councilmember Mike Langham seconded, and the motion carried.

**14. EXECUTIVE SESSION - None**

**15. ADJOURNMENT**

Mayor Reuter adjourned the meeting at 8:02 p.m. These minutes are not verbatim. A copy of the recording for this meeting is available for review upon request.

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**Mike Reuter - Mayor**

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**Coni McMaster - Clerk/Treasurer**

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