

**CITY OF KALAMA
CITY COUNCIL MEETING
JANUARY 2, 2020**

1. OPENING-ROLL CALL-CHANGES TO THE AGENDA

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 Jon Stanfill, Sandra Macias, Wendy Conradi, Steve Kallio, and Matthew Merz. 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 Erin Hillier was also present. Members of the public present are listed on the sign-in sheet.

Clerk/Treasurer Coni McMaster noted Ordinance No. 1431 a 2019 Budget Amendment was added to the agenda.

3. PRESENTATIONS & AWARDS - None

5. PUBLIC HEARINGS - None

6. UNFINISHED BUSINESS- None

7. NEW BUSINESS

A. Appointment of Mayor Pro Tem – 2020 Committee Assignments

Mayor Reuter requested nominations for Mayor Pro Tem. Councilmember Matthew Merz nominated Councilmember Sandra Macias for Mayor Pro Tem. Councilmember Jon Stanfill seconded. The Councilmembers noted that Sandra already does a lot for the community and has demonstrated the ability to run a meeting along with having more experience than the new Councilmembers. The motion carried.

Committee Assignments from Workshop of 12/19/2019
Councilmember Jon Stanfill – Police & Chamber
Councilmember Sandra Macias – Public Works
Councilmember Wendy Conradi – Finance - Tourism
Councilmember Steve Kallio – COG Board - Library
Councilmember Matthew Merz – Planning – Economic Development

Councilmember Steve Kallio made a motion the Council confirm the Committee assignments as presented. Councilmember Wendy Conradi seconded and the motion carried.

B. Councilmember Matthew Merz mad a motion the Council draft a resolution to form a 9 member Community Renewal agency in accordance with RCW 35.81.050 to be called the Kalama Community Building Committee, the goal of which is to examine the building and assess the it may have, discuss potential paths forward among the committee, and then with

the greater 98625 community to form a consensus on what action if any the committee would suggest the City Council take in the future. He noted that he has spoken with a number of community members that are interested in serving on the committee and would request the Mayor look for three more, one from the Lions Club and two citizens. He would be happy to serve as the Councilmember on the committee with Council approval. He would like Administrator Smee to join them at the first meeting on a Saturday in February. Councilmember Steve Kallio seconded the motion. Councilmember Sandra Macias asked why the Council needs to do this right now? Councilmember Merz replied it is important the citizens stay informed and looking at the Community Building needs to involve members of the community. Councilmember Macias stated she is concerned that he has approached it backwards, as he has already discussed it with citizens to be on a committee. It was noted that there are issues with renting the building and that it doesn't make a profit, plus has maintenance issues needing addressed. Mayor Reuter suggested a workshop to discuss the proposal including how the committee may be formed and the process. Councilmember Merz commented that's okay if it is an efficient use of time. Councilmember Jon Stanfill noted he is aware of the challenges with the building living just down the street. It is time to discuss the building and agrees with starting with a workshop. They all need to get more information and to know what the purpose of the Committee is. Councilmember Macias noted the City would need to get volunteers, but would like to see the whole community have a chance to participate rather than a handpicked committee. City Attorney Erin Hillier noted that since the Community Building is a public asset a workshop should include education on the history and the income of the building to fully educate themselves and the public on the issues that need addressed. City Administrator Adam Smee explained that in discussions with Councilmember Merz he suggested he reach out to the public user groups, as people in the community have a strong attachment to the building. It is important to find out what they want for the building. Councilmember Macias agreed and suggested they let the community fill the committee rather than pick the members. The motion was revised to having the Council hold a workshop to discuss forming a committee to review, assess, and look at the needs of the community building. Councilmember Jon Stanfill seconded the revised motion. The revised motion carried.

8. ORDINANCES & RESOLUTIONS

A. Resolution No. 689 – Set a hearing for Street Vacation – Council Crest

Resolution No. 689 was read by title: A Resolution of the City Council of the City of Kalama fixing the time and place of the public hearing before the Kalama City Council on the request to vacate a portion of North First Street including lots 7 and 8 of Block 50 in the North Pacific Addition to adjoining property owners under the 1895 Rule Of Law. Clerk/Treasurer Coni McMaster and Director of Public Works Kelly Rasmussen explained this is a process to cleaning up the property lines for a sloped area designated as right-of-way that could never be built as a street. It appears it should have been included or was overlooked back in the early 1900's when Lots 1-6 were vacated by law. Staff believes this will correct the error. This resolution simply sets the hearing, all information about the site and circumstances will be provided at the hearing. Councilmember Steve Kallio made a motion the Council adopt Resolution No. 689 as presented. Councilmember Jon Stanfill seconded, and the motion carried.

B. Ordinance No. 1431 – 2019 Budget Amendment – Hookup Fees

Ordinance No. 1431 was read by title: An Ordinance of the City of Kalama, Washington amending the 2019 Budget to account for unanticipated revenues and expenditures increasing the Budget in the amount of \$6000.00. Councilmember Jon Stanfill made a motion to adopt Ordinance No. 1431 as presented. Councilmember Steve Kallio seconded, and the motion carried.

9. PUBLIC COMMENTS/CONCERNS

Linda Dolph, Kalama resident commented on Councilmember Merz’s proposal for a committee on the Community Building. The Community Building has a lot of sentimental value to members of the community but it is concerning that it doesn’t support itself. It is time the City takes a good look at what it needs. The workshop a great idea.

10. CORRESPONDENCE - None

11. MAYOR’S REPORT & COUNCILMEMBERS’ REPORTS

A. Mayor Mike Reuter had no report.

B. Councilmember Jon Stanfill noted that he has met with the Chief regarding closing out 2019 and goals for 2020 including forming an advisory group, and developing a strategic five-year. They will also be doing more community outreach such has coffee with a Cop and others.

C. Councilmember Sandra Macias reported she met with Kelly and discussed the five major projects to be done in 2020 – Meeker Drive Lift Station, 8-inch waterline on Date Street, Elm Street overlay, W. Frontage overlay and the Green Mountain Road reservoir and booster station.

D. Councilmember Wendy Conradi had no report

E. Councilmember Steve Kallio had no report.

F. Councilmember Mathew Merz had no report.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee reported that 2019 is closing as expected and with transfers to reserves the City will have funds but will still look at financing for the Green Mountain Reservoir project. The School is submitting the revised plans for the High School project on January 10th and will submit plans for the Middle School on January 20th. They have made good progress on the Elementary School construction.

B. Director of Public Works Kelly Rasmussen presented a written report. He reviewed the five projects for 2020. The current Meeker Drive Lift Station was built in the 1970’s to address the development of Columbia Terrace Estates. Since then there has been a lot of expansion and future expansion includes the Port’s Spencer Hill Business park. The City

will need to handle the waste from that development. The Port of Kalama will be asked to help with the costs which is estimated at \$1.2 million. The Date Street 8-inch water main will replace a 6-inch steel waterline from the 1950's. The City crew will do the work in conjunction with the new lines being connected for the school project. The grinding and paving on Elm Street is only the 12-foot travel lanes from West Frontage to North 4th Street. If they went from curb to curb, the City would be required to upgrade all the curbs and intersections to ADA specifications which due to the steep slope is not only very difficult but very expensive. The West Frontage project will grind and repave from the old Kingwood crossing to Oak Street. The engineers are beginning the work tomorrow for developing specifications for the work. These two projects total nearly \$980,000 with \$908,000 covered by grant funds. The 120,000-gallon reservoir on Green Mountain Road will replace an aged 50,000-gallon tank that has been designated by Department of Health to be replaced. There are new developments in the area that will also be served by the new tank. The developer will be upgrading the waterlines in the area as part of the development. The cost of the reservoir is estimated at \$1.1 million and the City will be looking for grant and loan money to fund the project.

C. Police Chief Ralph Herrera presented his statistical report for 155 calls with 12 reports. Kalama went unscathed during the holidays with no issues of thefts during the holiday period. The shift rotations have begun so Officers Skeie and Wong will now be on days with Officers Kaplan and Kearney on nights. They rotate every 3 months. Officer Wong will be taking on the neighborhood watch program in Stone Forest and the goal is to add two more groups in 2020. Jail negotiations resume next week. School starts next week so everyone needs to be aware of more traffic and pedestrians in the area.

D. Clerk/Treasurer Coni McMaster reported December appears to be closing without any unexpected issues. The City has the next 15 days to pay final 2019 bills before we can close 2019. Garbage rates increased as of January 1 according to Waste Control, so the City will need to hold a public hearing before they can implement the increase. Setting the hearing for January 16th is on the consent agenda. She is still working to backup and set up the Chromebooks for the new Councilmembers. Should have them ready by the end of next week. Emails have been set up and are accessible. Instructions are on the welcome sheet she handed out. If any of the new Council have questions, they are welcome to contact her.

E. City Attorney Erin Hillier had no report, Sam will be back for the next meeting.

13. CONSENT AGENDA

Councilmember Jon Stanfill made a motion the City Council approve the Consent Agenda as presented including:

- A. Claims and Payroll Warrants #41153-41202 plus ACH/EFT payments for the Month of December in the amount of \$ 242,977.69
- B. Approval of Minutes of the December 19, 2019 City Council Workshop and City Council Meeting
- C. Set a Public Hearing – Increase to Garbage Rates 2020 for January 16, 2020.

D. Approve the appointments of Joy Greenberg to the Planning Commission and Pix Basso to the Library Board.

Councilmember Steve Kallio seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Reuter adjourned the meeting at 7:36 p.m. These minutes are not verbatim. A copy of the recording for this meeting is available for review upon request.

Mike Reuter – Mayor

Coni McMaster - Clerk/Treasurer

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