

**CITY OF TENINO**  
**Minutes of the Council Work Session**  
**Council Chambers**  
**November 25, 2008**

Council reviewed the information distributed, the Vouchers through November 25, 2008. Informal discussion.

**CITY OF TENINO**  
**Minutes of the Regular City Council Meeting**  
**Council Chambers**  
**November 25, 2008**

**CALL TO ORDER:** Mayor Jones called the meeting of the Tenino City Council to order at 7:30 p.m. on November 25, 2008.

**COUNCIL:** Present: Frank Anderson, Dawna Kelley-Donohue, John O'Callahan and Phil Simmons. Absent: Robert Scribner.

**STAFF:** Dick Riley, President of Gibbs & Olson; Mike Marshall, Engineer from Gibbs & Olson; Dave Dafoe, Public Works Director; Ron Kemp, Development Services Director and Betty Garrison, City Clerk-Treasurer.

**FLAG SALUTE:** Council member Simmons led the pledge of allegiance.

**AGENDA APPROVAL:** Council member O'Callahan moved to approve the Agenda. Council member Kelley-Donohue seconded the motion. The motion carried 4-0.

**APPROVAL OF MINUTES:** Council member Simmons moved to approve the minutes of the November 10, 2008 Work Session and Regular Meeting. Council member O'Callahan seconded the motion, which carried 4-0.

Council member Scribner arrived at 7:33 p.m.

**PUBLIC COMMENTS:** Aimee Richardson requested two Public Comment periods one at the beginning and one at the end of the Council meeting.

Bret Brodersen encouraged Council to adopt Ordinance No 752.

Serena Painter addressed Council with utility easement concerns; mis-information regarding who needs to sign. She read in the paper about property owners doing their own septic abandonment and would like more information. She expressed concern about the CDBG paperwork and requested an update.

**PUBLIC HEARING:** Final Budget for fiscal year 2009 – Mayor Jones opened the Public Hearing on the Final Budget for fiscal year 2009. Clerk-Treasurer Garrison presented the Final Budget for 2009 and reviewed the changes from the Preliminary Budget.

Public Comment – Bret Brodersen addressed Council to commend City Staff for the 2009 Budget presentation; it is reasonable and well put together.

No other comments.

Council member O'Callahan verified that the Budget is balanced.

Council member Kelley-Donohue thanked Staff for the presentation of the Budget; it is well organized and easy to understand.

Hearing no further comments Mayor Jones closed the Public Hearing

**PRESENTATIONS:** Aimee Richardson addressed Council and expressed her desire to have a discussion regarding the status of the Quarry Task Force and Land Acquisition Grant. She stated that the members are feeling discouraged regarding their lack of active involvement with the park project. She expressed concerns and doesn't feel that she is getting a response. Council member Kelley-Donohue clarified that she responded fairly and honestly. Ms. Richardson questioned the Mayor's letter of thanks to the members of the Task Force. Mayor Jones explained that the Grant process is complete. Council member Kelley-Donohue clarified that there was a request for confidentiality from Weyerhaeuser. Ms. Richardson questioned when a news release will be given. Council member Kelley-Donohue clarified that the News Release will not be done until receipt of the Grant is verified. Mayor Jones re-enforced that the City must receive verification of receipt prior to releasing information stating that the City would be receiving the Grant. Ms. Richardson asked regarding an account being set up to accept donations. Mayor Jones clarified that the City doesn't wish to accept donations until such time as the Grant is verified; should donations be accepted and the grant not come to fruition, the City would be responsible for returning all the donations. Council member Anderson referred to the creation of a Park Commission. Ms Richardson questioned if the Grants are received does Park Commission assume the fund raising duties for matching funds for the Grants. Mayor Jones explained the Park Commission (as other Commissions in the City) is advisory to the Council. Ms. Richardson expressed concern regarding the fund raising, which has not been going on. The group was working on fund raising and put on a Benefit Concert in the Park; they were operating under Council Resolution 2008-23 that was repealed on August 12<sup>th</sup>, but they didn't get informed prior to their Concert. Ms. Richardson suggested that a policy should be in place to notify people involved; it was very hurtful to the individuals involved. Mayor Jones asked for time to research. Ms Richardson expressed concern that the people involved were no longer interested in helping because they were hurt. Ms. Richardson commended volunteers for the hard work they put forth and their spirit of commitment. Ms. Richardson thanked all the individuals for the work put in to this project; a special thanks to Chanele Holbrook-Shaw and the Heernet Foundation for their contribution.

Chanele Holbrook-Shaw of the Heernet Foundation addressed Council stating that she was here out of frustration; she requested meetings and has heard nothing back. Ms. Holbrook-Shaw stated that she is looking for open working relationship and is requesting better communication. Ms. Holbrook-Shaw advised Council that donations were collected and she wants to insure those who donated, that their money is being put to good use. Council member Kelley-Donohue expressed again that the Grants have not been received so the City is not prepared to accept donations for a project that is not yet opened.

Christine Hartman addressed Council stating that about a year ago 60 or so people showed up to try to see that the trees don't get cut behind the park. They put on a Rock 'n Roll Show. Ms. Hartman doesn't understand why no one (Council) showed up to support them and they feel un-appreciated. Council member Kelley-Donohue and Council member O'Callahan reminded her that they had personally advised her of conflicts in their schedule. Ms. Hartman questioned why the Resolution was repealed. Council member Anderson expressed frustration that Ms. Hartman talked to him prior to the Council meeting and did not ask that question so that he could research an answer for her. She indicated that it was intentional.

Will Rutherford addressed Council to point out that when the grants are awarded the City will need to come up with \$20 – 25,000. Mr. Rutherford doesn't want to see his work going for nothing. He expressed concern over a lack of communication. He invested time to this project and felt dismissed. He wants to be sure that this thing is successful. Mr. Rutherford expressed that he appreciated the City's support and he wants to be included in decision making process. Mr. Rutherford expressed that they would like to be involved and expressed that he was sure that the request for confidentiality was not intended to exclude them from the negotiation process. Council member Kelley-Donohue assured Mr. Rutherford that the City was taking the request for confidentiality seriously and the potential for this Grant and the possibility for the need of matching funds were taken into account through out the 2009 Budget Process.

Mayor Jones gaveled the meeting back to order and ended the presentation.

### **CONSENT CALENDAR:**

November 11, through November 25, 2008 Vouchers -- Payroll Check # 5072 through 5085 and EFT #111508 in the amount of \$21,218.67 and Claims Check # 18363 through 18394 in the amount of \$ 99,166.79 for a total of \$120,385.46. **Council member O'Callahan moved to approve the consent calendar, which consists of the Vouchers for November 11 through November 25, 2008 – Payroll checks numbered 5072 through 5085, EFT #111508 in the amount of \$21,218.67 and Claims checks numbered 18363 through 18394 in the amount of \$ 99,166.79 for a total \$120,385.46. Council member Kelley-Donohue seconded the motion, which carried 5-0.**

### **STAFF REPORTS:**

**Police** - No report.

**Administration/Finance** – City Clerk-Treasurer Garrison reported on the: PERC Unit Clarification Continuation Hearing; Staff Meeting to cover Employee Benefits; meeting with Bucoda to discuss a potential Police Service Contract; meeting with potential Engineer to discuss downtown streetlight and sidewalk improvement project; City Christmas Party; BIAS Training for Staff; Union negotiations to start; and the progress on the review and potential revision of the Personnel Policies.

**Planning Commission** – Planning Commission Chair Bret Brodersen reported the Commission adopted the 2009 calendar; they will be maintaining the 7 p.m. meetings on the 2<sup>nd</sup> Thursday of the month for a Workshop and the 3<sup>rd</sup> Thursday of the month for the Regular Meeting. Officer elections will be on the 15<sup>th</sup>. At the last meeting the Commission held two Public Hearings to discuss Comp Plan and Map amendments and changes to Title 18 and the sign ordinance.

**CAPCOM** – No report.

**Solid Waste Advisory** – No report.

**Home Consortium** – No report.

**Civil Service Commission** – No report.

**Library** – Selina Gomez-Beloz reported the Library will be open an hour later than normal on Friday before the tree lighting. Timberland is celebrating their 40<sup>th</sup> Birthday and will be serving cake on December 9<sup>th</sup>. The Library has Commemorative Calendars. The Adult winter reading program will start in January. Dec 20<sup>th</sup> they will show a kid friendly movie at the Library at 6:30 p.m. The third Saturday of each month there will be a family friendly movie. She was not able to attend last meeting of the Diversity Council. Tomorrow is her

last day at the Tenino Library; she will be starting at the Lacey Library as manager starting December 1, 2008. Ms. Gomez-Beloz expressed appreciation for the City's support.

**Sewer Committee** – Paving may be held up due to weather. The Right-of-way Crew will be taking time off for the holidays, but still plan to be done in February.

**Thurston Regional Planning** – No report

**EMC** – No Report.

**Development Services** – Development Services Director reported: working on a Resolution for the Geo-Hydrologist for monitoring wells at the Waste Water Treatment Plant; approval received from the Department of Ecology for the Construction Quality Assurance Plan to comply with RCW 90.48.110 and Chapter 173-240 WAC; working on estimated rates – need direction on ERU's and facility charges for multi, schools, commercial and industrial properties; compiling an annual report on permits.

**Public Works** – No report

**Museum** – No report

**Fire District #12** – No report

**Transportation Policy Board** – No report

**Medic (EMS)** – No report

### **OLD BUSINESS:**

Establishing ERU's and facility charges for duplex, multifamily, Commercial and Industrial etc. Development Services Director Kemp suggested a work shop in December to discuss this issue. **Council decided by consensus to hold a Work session on December 9<sup>th</sup> at 6 p.m. for discussion.**

### **NEW BUSINESS:**

Agreement for Engineering Services for Service Connections - Gibbs & Olson President Dick Riley presented this Agreement for Engineering Services in connection with the Service Connection Construction Phase of the Sewer Project and explained that he added a budget to this contract to support Gibbs & Olson staff attendance at Sewer Committee meetings. This Contract is scheduled to be presented to Council for approval and authorization for the Mayor to sign at the next meeting. The Agreement was sent to the City Attorney for review. Council discussed.

### **RESOLUTIONS:**

Resolution No. 2008-43 – Authorizing the Mayor to sign the Agreement with Pacific Testing & Inspection, LLC for concrete, soils, and necessary testing Services for the Tenino Wastewater Treatment Plant – Development Services Director Kemp presented this request to Council for approval. **Council member O'Callahan moved to adopt Resolution No. 2008-43 – authorizing the Mayor to sign the agreement with Pacific Testing & Inspection, LLC for concrete, soils, and necessary testing services for the Tenino Wastewater Treatment Plant. Council member Anderson seconded the motion. The motion carried, 5-0.**

Resolution No. 2008-46 – Authorizing the Mayor to sign an Addendum to the Solid Waste Collection Agreement dated November 14, 2008 – Clerk-Treasurer Garrison presented this Resolution for adoption. **Council member Anderson moved adopt Resolution No. 2008-46 – authorizing the Mayor to sign an Addendum to the Solid Waste Collection Agreement date November 14, 2008. Council member O'Callahan seconded the motion. Council discussed the small increase. The motion carried, 5-0.**

Resolution No. 2008-47 – approving and adopting procedures for presenting claims for damages made pursuant to RCW 4.96.020 Clerk-Treasurer Garrison presented this Resolution for adoption. **Council member O’Callahan moved adopt Resolution No. 2008-47 – approving and adopting procedures for presenting claims for damages made pursuant to RCW 4.96.020. Council member Kelley-Donohue seconded the motion. The motion carried, 5-0.**

Resolution No. 2008-48 – Authorizing the Mayor to sign the Notice of Award and to enter into a contract with RP and Company to provide certain services with regard to the service connection and grinder pump installation of the Sanitary Sewer System

**Council member O’Callahan moved adopt Resolution No. 2008-48 - authorizing the Mayor to sign the Notice of Award and to enter into a contract with RP and Company to provide certain services with regard to the service connection and grinder pump installation of the Sanitary Sewer System Project. Council member Scribner seconded the motion.** Council discussed the difference between sewerage and sewage. Engineer Marshall called attention to the proviso for RD approval and the time line. **The motion carried, 5-0.**

### **ORDINANCES:**

Ordinance No. 750 – Fixing the amount of property tax to be levied for collection in the year 2009 Clerk-Treasurer Garrison presented this Ordinance for adoption noting that a Public Hearing was held on November 9<sup>th</sup>, 2008. **Council member O’Callahan moved to adopt Ordinance No. 750 – fixing the amount of property tax to be levied for collection in the year 2009. Council member Scribner seconded the motion. The motion carried, 5-0.**

Ordinance No. 751 – Annexing to the City of Tenino approximately six acres located in southern Thurston County adjacent to the current City Limits and located within the Urban Growth Area of the City of Tenino on the western side of the City and repealing Ordinance No. 747, adopted September 23, 2008 Clerk-Treasurer Garrison presented this Ordinance for adoption noting that this is replacing Ordinance No. 747 due to an error in the legal description. **Council member O’Callahan moved adopt Ordinance No. 751- annexing to the City of Tenino approximately six acres located in southern Thurston County adjacent to the current City Limits and located within the Urban Growth Area of the City of Tenino on the western side of the City and repealing Ordinance No. 747, adopted September 23, 2008. Council member Kelley-Donohue seconded the motion. The motion carried, 5-0.**

Ordinance No. 752 – providing for the establishment of a Park Commission; providing for the number and appointment of members thereof; establishing terms of office for each member; establishing terms of office for each member; establishing powers and duties of the commission and establishing the effective date hereof Mayor Jones presented this Ordinance for adoption. Council member Kelley-Donohue explained that this has been worked through with the City Attorney. **Council member O’Callahan moved adopt Ordinance No. 752 - providing for the establishment of a Park Commission; providing for the number and appointment of members thereof; establishing terms of office for each member; establishing terms of office for each member; establishing powers and duties of the commission and establishing the effective date hereof. Council member Kelley-Donohue seconded the motion.** It was noted that the City Attorney and the Planning Commission are on board with the creation of the Park Commission. **The motion carried, 5-0.**

**ANNOUNCEMENTS:**

**Councilmember O’Callahan moved to add an Executive Session for approximately 10 minutes to discuss potential land acquisition to the Agenda. Council member Kelley-Donohue seconded the motion, which carried, 5-0.**

**EXECUTIVE SESSION:** Mayor Jones adjourned the Council Meeting to Executive Session for approximately 10 minutes to discuss potential land acquisition at 9:20 p.m.

The Council Meeting reconvened at 9:34 p.m. Note that no decisions were made.

**ADJOURNMENT:** Hearing no further business Mayor Jones adjourned the meeting at 9:35 p.m.

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Betty J. Garrison, CMC, CPFA, Clerk/Treasurer

ATTEST:

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Kenneth A. Jones, Mayor