

CITY OF TENINO
Minutes of the Council Work Session
Council Chambers
January 13, 2009

Council reviewed the information distributed and the Vouchers for December 31, 2008 and January 13, 2009. Informal discussion by Council.

CITY OF TENINO
City Council Regular Meeting
Minutes
January 13, 2009

CALL TO ORDER: Mayor Jones called the meeting of the Tenino City Council to order at 7:30 p.m. January 13, 2009.

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

STAFF: Dave Dafoe, Public Works Director; Joe Vukich, Chief of Police 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 as revised. Council member Kelley-Donohue seconded the motion. The motion carried 4-0.

APPROVAL OF MINUTES: Council member O'Callahan moved to approve the minutes of the December 30, 2008 Work Session Regular Council Meeting. Council member Scribner seconded the motion, which carried 4-0.

CONSENT CALENDAR:

- a) Open Period - December 31, 2008 Vouchers – Claims Check # 18486 – 18517 in the amount of \$339,794.22.
- b) January 1 through January 13, 2009 Vouchers - Payroll Check # 5131 through 5158 and EFT #123108 in the amount of \$60,680.19 and Claims Check # 18518 through 18528 in the amount of \$ 6,086.19 for a total of \$66,766.38.

Council member O'Callahan moved to approve the Consent Calendar consisting of Open Period Checks dated December 31, 2008, numbered 18486 through 18517 in the amount of \$339, 794.22 and 2009 Checks consisting of Payroll Checks numbered 5131 through 5158 and EFT in the amount of \$60,680.19 and Claims Checks numbered 18518 through 18528 in the amount of \$6,086.19 for a total so far in 2009 of \$66,766.38. Council member Kelley-Donohue seconded the motion, which carried 4-0

PUBLIC COMMENTS: None.

PUBLIC HEARING: None.

PRESENTATIONS: Chief Vukich introduced Dick Machlin, Olympia Police Department and explained the unfunded mandate for Police Departments to become part of a records management system by 2012. Chief Vukich distributed information. Dick Machlin addressed Council and gave some history of the group of Agencies working on a Records Management System and explained the advantages of joining the consortium. Council member O'Callahan moved to amend the Agenda to add under New Business a Section e) to discuss setting up a Work shop for discussion of a Records Management System and include Bucoda and Rainier in the discussion also. Council member Kelley-Donohue seconded the motion, which carried 4-0.

REPORTS:

Staff

Police – Chief Vukich reported spending two days in Bucoda for the flood. Things went well, much better than during the previous flood. He reported that he will be back to personally reporting regularly to Council next month.

Council agreed by consensus to move item E under New Business up to be discussed at this time.

Record Management System – Council member O'Callahan moved to set Work Shop for February 10th at 6:00 p.m. to discuss Record Management System options. Council member Scribner seconded the motion, which carried 4-0.

Administration/Finance – City Clerk-Treasurer Betty reported the Financial Reports for December 2008 will be submitted at the next meeting for approval as we are in the Open Period. The easements are coming in, staff has gone to homes to notarize and the office has been open the past two Saturday mornings for citizen convenience. Grant Applications for the CDBG funding are coming in and staff is assisting with completion of the forms when requested. Administrative Clerk Joy Katyryniuk is out on medical leave and Administrative Clerk Denise Nelson has been assisting with her duties including taking minutes for the Planning Commission. A meeting is scheduled with the Union Representative on January 26th. The decision from PERC is in and the Police Sergeant position is not a supervisory position.

Public Works – Public Works Director Dafoe reported minor flooding on Park and Huston Streets from ground water coming up. McDuff Road is closed by the County the road is shifting. The City received a letter from Thurston County asking if we wanted to participate in the Chip Seal program. He responded that the City did not want to participate this year, possibly next year after the Sewer Project Construction is completed.

Development Service – No report.

Commissions

Civil Service Commission - No report.

Planning Commission – Planning Commission Chair Brodersen reported to Council discussing the goals of the Commission. CTED recommended updating the Capital Facilities Plan and the Commission will also look at traffic and stormwater issues. The Commission reviewed and will draft a response to Staff on Water System Plan Chapters they were asked to review. He reported that he is drafting a letter to Council and the Citizens outlining 2008 accomplishments. The next meeting will be on Thursday, at which time they will elect officers for 2009.

Committees

Sewer Committee – The next meeting will be on January 21st.

Liaisons

Thurston Regional Planning - No report.

Solid Waste Advisory – Council member Scribner reported that LeMay Recycle won't pick up glass anymore.

Emergency Management - No report.

Transportation Policy – Council member O'Callahan reported that the City is on the list for Federal Stimulus funding to extend the street lighting on Sussex.

CAPCOM - No report.

Home Consortium – Council member Kelley-Donohue reported that a number of meetings were cancelled. The retreat was today and will continue into the normal meeting.

Medic (EMS) – Council member O'Callhan reported the next meeting is Wednesday.

Outside Agencies

Library - No report.

Museum – Mari Evans reported that they have started weekly work parties to work on Tickner School on Tuesday evenings. They have cleaned and are working on insulation tonight. The goal is to be ready for occupancy in February. They would like to have Museum type events in the future and have questions with the building belonging to the City. She asked for a contact to talk to regarding what type of events they can hold and insurance issues. Mayor Jones referred her to talk to Clerk-Treasurer regarding insurance questions.

Fire District #12 – Janet Duncan distributed a report showing the activity for last year. She invited Staff and Council to come to the Fire Department for Work Shop and tour. The Department would like to look into annexing the City into the Fire District and would like the opportunity to share information. The City is invited to the Fire Department on the first Thursday in February between 6:30 and 8 p.m. The Annual Crab Feed is scheduled for Feb 21st.

OLD BUSINESS:

NEW BUSINESS:

2009 Council and Staff Appointments – Council discussed the appointments. John O'Callahan volunteered to take the lead on CAPCOM. Letters will be distributed regarding appointments.

Planning Commission Appointment (term expires 02/09) – Mayor Jones asked for Council confirmation of his re-appointment of Bret Brodersen to the Planning Commission. **Council member O'Callahan moved to confirm the appointment of Bret Brodersen to Position #4 on the Planning Commission. Council member Simmons seconded the motion, which passed 4-0.**

Request for Policy Statement - Mayor Jones asked regarding the use of City time and sometimes City Resources for activities not specifically City sponsored. Council discussed. Council requested the Clerk do some research on legalities and discuss specifics and examples in a report back to Council at a future meeting.

Recording equipment upgrade - Clerk-Treasurer Garrison presented information regarding the potential for new recording equipment that will provide the City with better recording of meetings and court sessions. Council discussed. Council suggested the City invite Adam Rivas to come to a meeting and provide a demonstration.

RESOLUTIONS:

Resolution No. 2009-01 – Ratifying the Mayor signing the Interlocal Agreement for Law Enforcement and Court Services with the Town of Bucoda for the year beginning 1/1/09 – Clerk-Treasurer Garrison presented Resolution No. 2009-01 for Council adoption. **Council member O'Callahan moved to adopt Resolution No. 2009-01 ratifying the Mayor signing the Interlocal Agreement for Law Enforcement and Court Services with the Town of Bucoda for the year beginning 1/1/09. Council member Kelley-Donohue seconded the motion, which carried 4-0.**

ORDINANCES: None.

ANNOUNCEMENTS: None.

ADJOURNMENT: Hearing no further business Mayor Jones adjourned the meeting at 9:25 p.m.

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

ATTEST:

Kenneth A. Jones, Mayor