

CITY OF TENINO
Minutes of the Council Work Session
Council Chambers
February 10, 2009 - 7 p.m.

Council reviewed the information distributed, Treasurer's Report and the Vouchers for February 10, 2009. Informal discussion by Council. (Dick Machlin, scheduled to address Council during the Work Session – called and offered to reschedule as he could not make the meeting tonight.)

CITY OF TENINO
City Council Regular Meeting
Minutes
February 10, 2009

1) **CALL TO ORDER:** Mayor Jones called the meeting of the Tenino City Council to order at 7:30 p.m. February 10, 2009.

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

STAFF: Mike Marshall, Engineer with Gibbs & Olson; Dave Dafoe, Public Works Director; Joe Vukich, Chief of Police; Ron Kemp, Development Services Director and Betty Garrison, City Clerk-Treasurer.

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

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

3) **APPROVAL OF MINUTES:** Council member O'Callahan moved to approve the minutes of the January 27, 2009 Work Session and Regular Council Meeting. Council member Kelley-Donohue seconded the motion, which carried 4-0. Council member O'Callahan moved to approve the minutes of the February 5, 2009 Special Work Session Meeting. Council member Scribner seconded the motion, which carried 4-0.

4) **CONSENT CALENDAR:**

a) January 28 through February 10, 2009 Vouchers - Payroll Check # 5173 through 5201 and EFT #13109 in the amount of \$62,846.26 and Claims Check # 18557 through 18608 in the amount of \$635,994.21 for a total of \$698,840.47.

b) Treasurer's Report for the month period ended January 31, 2009

Council member O'Callahan moved to approve the Consent Calendar consisting of Payroll Checks numbered 5173 through 5201 and EFT 13109 in the amount of \$62,846.26 and Claims Checks numbered 18557 through 18608 in the amount of \$635,994.21 for a total of \$698,840.47 and the Treasurer's Report for the month period ended January 31, 2009. Council member Scribner seconded the motion, which carried 4-0.

5) **PUBLIC COMMENTS:**

Letter from Lynn Oha Carey read into the record.

6) **PUBLIC HEARING:** None.

7) **PRESENTATIONS:** None. (Tracy Glenn, scheduled to present – called and requested to reschedule due to the weather.)

8) **REPORTS:**

a) **Staff**

Police – Chief Vukich submitted written report covering December and January; including a copy of the slide show that was to be presented by Dick Machlin. He will have an update as far as what he has done looking into other avenues. Re: Vehicles, the adjuster has been in – expected to total the vehicle. The car offered by Thurston County, is no longer available. Chief Vukich requested permission to keep the authorized funding for use when a replacement car is found.

Public Works – Public Works Director Dafoe distributed information that will come to Council for the next meeting. Sewer line is too close to the water line. The water line will need to be moved – bid from Landis and Landis partly outside the contract, total price \$20, 500 – \$12,500 is outside the existing contract. Engineer Mike Marshall explained that the other option would have been to place the sewer lines under a lane of traffic. Funds for the work would come out of Sewer Force Account. The work doesn't need to be done until the City energizes the sewer.

Development Service – Development Services Director Ron Kemp reported: The Right of Way construction continues with approximately 82% of the project currently completed. The construction on the Wastewater Treatment Plant is proceeding. The second wall pour for the basins was poured on Tuesday, February 3rd the next scheduled pour is on Friday, February 13th. RP and Company has received the Notice to Proceed and is expected to start work on February 17th. RP and Company promised to notice homeowners a week in advance. The latest sewer update included with the water bills seems to have suddenly made the citizens of Tenino aware of the electrical requirements for the Grinder Pumps. He is receiving 30 or more calls a day concerning the electrical requirements. At the Sewer Committee meeting on February 4th, the Mayor indicated a need to hold Open House informational forums starting in March to inform the Citizens of Tenino about their sewer system. Boss Construction provided a schedule.

Administration/Finance – City Clerk-Treasurer reported contacting LeMay regarding the glass recycling questions. Glass is still being picked up, please put in a container that is less than 20 gallons and have it out on the regular recycle day. It will be picked up once every 4 weeks; the next pick up day for glass is February 20th. If for any reason it is not picked up, please call LeMay's directly on the following Monday and they will arrange for someone to pick it up. The City Administration offices have been exceptionally busy with phone calls and walk-ins requesting information. Staff is looking forward to the ADA remodel and the changes that it will bring to make us more efficient and assist us in helping each other and cross training on different tasks. Mayor Jones and I will be attending an AWC Personnel and Employment Law Workshop tomorrow in Yelm. We continue to meet with the representative from the Union working towards an agreeable contract for all parties. We have received a few more easements and will continue to pursue them until the 17th.

b) **Commissions**

Civil Service Commission - No report.

Planning Commission – Planning Commission Chair Brodersen presented a letter written to the citizens regarding accomplishments and goals for 2008 and 2009. Work Session will be held this Thursday and Regular Meeting the following week. Planning Commission will be required to hold two additional public hearings for public comment. The Commission will also be reviewing requests for variances that came in.

Park Commission – Council member Kelley-Donohue reported the newly formed Parks Commission met yesterday. A presentation was given regarding the Land Acquisition proposal and Planning Commissioner Budsberg also reported to the Commission.

c) **Committees**

Sewer Committee – Phil Simmons reported that citizens have asked regarding the RV Dump station in the Park. The Committee discussed the facility charge coming due on June 1, 2009 and the potential for offering a credit for property owners choosing to abandon their own septic systems. The Committee discussed the potential for Council to allow vacant lots to pay the facility charge now for future development. The Committee discussed the potential for changing due date or allowing an extension, staff is still researching options.

d) **Liaisons**

Thurston Regional Planning Council – Mayor Jones reported officers were elected – the same officers to the same positions.

Transportation Policy – No report.

CAPCOM - No report.

Solid Waste Advisory – No report.

Home Consortium – Council member Kelley-Donohue reported that a mission statement was adopted: “to secure affordable housing and to reduce homelessness in our communities”. They are looking to create a position for an outreach coordinator. They spent a lot of time on the citizen participation advisory list. The next RFP will be for up to \$500,000.00. They received notice, but it is not set in concrete, that the Home Consortium may receive close to \$700,000 in funding from the Federal Stimulus package.

Emergency Management – Council member O’Callahan reported they will be electing officers at the next meeting.

Medic (EMS) – No report.

e) **Outside Agencies**

Library – Ryan Williams, the new Library Director for the Tenino Library, distributed a report of upcoming events. The Timberland Library levy failed to pass and they will be looking at cutting 2.5 million from their budget.

Museum – No report.

Fire District #12 – No report.

9) **OLD BUSINESS:**

a) Facility charge calculation recommendation – Development Services Director Ron Kemp presented the recommendations from the Sewer Committee. He explained the reasoning behind the four month period of water consumption being used as a basis, the need to address medical facilities. Mayor Jones met with the School regarding the proposal and agreed to meet with them after Council makes a decision. **Council member O’Callahan moved to direct City Staff to move forward with the recommendations from the Sewer Committee and bring them back to Council for final action. Council member Simmons seconded the motion. The motion carried 4-0.**

b) Recording equipment upgrade – City Clerk-Treasurer Garrison presented the proposal for equipment upgrades provided by Adam Rivas of AV Capture All. **Council member O’Callahan moved to authorize the purchase of computer hardware and recording equipment necessary to operate the AV Capture All audio/video systems not to exceed \$4,000.00. Council member Kelley-Donohue seconded the motion. Council discussed this being tied to Resolution 2009-03. The motion carried 4-0.**

10) **NEW BUSINESS:**

a) 9-1-1 Bill/CAPCOM letter of support – Council member O’Callahan presented the request for a decision from Council whether or not to support the action by CAPCOM supporting the 9-1-1 Bill. Council discussed the differences between fees and taxes, the lack of representation for South

County jurisdictions on the CAPCOM Board and lack of time provided to fully research and understand the proposal. **It was the consensus of the Council to send a letter to CAPCOM expressing discontent with not enough information and time to address the request and the lack of representation from South County.**

11) **RESOLUTIONS:**

a) Resolution No. 2009-03 – Authorizing the Mayor to enter into a subscription agreement with AV Capture All – **Council member Simmons moved to adopt Resolution No. 2009-03 authorizing the Mayor to enter into a subscription agreement with AV Capture All. Council member O’Callahan seconded the motion, which carried 4-0.**

b) Resolution No. 2009-4 – Ratifying the Mayor signing the Engineering Consultant Services Agreement with Jerome W. Morrissette & Associates Inc., P.S - **Council member Kelley-Donohue moved to adopt Resolution No. 2009-04 ratifying the Mayor signing the Engineering Consultant Services Agreement with Jerome W. Morrissette & Associates Inc., P. S. Council member O’Callahan seconded the motion, which carried 4-0.**

c) Resolution No. 2009-5 – Providing for temporary shared leave during a medical emergency for a City employee – City Clerk-Treasurer Garrison reported that the City has an employee on unpaid medical leave and an employee willing to donate time to assist during the emergency. This resolution provides for that for this one instance only. **Council member O’Callahan moved to adopt Resolution No. 2009-05 providing for temporary shared leave during a medical emergency for a City employee. Council member Simmons seconded the motion, which carried 4-0.**

12) **ORDINANCES:** None.

13) **ANNOUNCEMENTS:** Planning Commissioner Donohue 73rd Birthday. Happy Birthday Paul.

14) **ADJOURNMENT:** Hearing no further business Mayor Jones adjourned the meeting at 8:50 p.m.

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

ATTEST:

Kenneth A. Jones, Mayor