

CITY OF TENINO
Minutes of the Council Work Session
Council Chambers
April 28, 2009 - 7 p.m.

Council reviewed the information distributed, and Vouchers. Informal discussion by Council.

CITY OF TENINO
City Council Regular Meeting
Minutes
April 28, 2009

1) **CALL TO ORDER:** Mayor Ken Jones called the meeting of the Tenino City Council to order at 7:30 p.m. April 28, 2009.

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

STAFF: Dave Dafoe, Public Works Director; Ron Kemp, Development Services Director and Betty Garrison, City Clerk-Treasurer.

FLAG SALUTE: Council member O'Callahan 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 April 11, 2009 Special Meeting and the minutes of the April 14, 2009 Work Session and Regular Meeting. Council member Kelley-Donohue seconded the motion, which carried 4-0.

4) **CONSENT CALENDAR:**

a) April 15 through April 28, 2009 Vouchers - Payroll Check # 5289 through 5310 and EFT #41509 in the amount of \$28,611.67 and Claims Check # 18777 through 18804 in the amount of \$169,713.55 for a total of \$198,325.22.

b) Proclamation – May 2009 Bicycle Commuter Month

Mayor Jones invited Kris Fransen to the Podium. She gave a brief history of Bicycle Commuter Month and thanked the City of Tenino for participating. Mayor Jones read the Proclamation. **Council member O'Callahan moved to approve the Consent Calendar consisting of Payroll Checks numbered 5289 through 5310 and EFT 41509 in the amount of \$28,611.67, Claims Checks numbered 18777 through 18804 in the amount of \$169,713.55 for a total of \$198,325.22 and the Proclamation for May 2009 as Bicycle Commuter Month. Council member Kelley-Donohue seconded the motion, which carried 4-0.**

5) **PUBLIC COMMENTS:**

Will Rutherford addressed the Council to advise that the City was funded for WWRP Project. Mayor Jones asked if the State Budget had been signed by the Governor yet and stated that when the City was officially notified of that award it would be announced.

Alfredo Gomez-Beloz addressed Council regarding his Community Garden Project, exhibiting his frustration with the process of taking care of the legal issues with the use of City property.

6) **PUBLIC HEARING:**

a) Six Year Transportation Improvement Plan – Public Works Director Dave Dafoe presented the proposed Six Year Street Plan. This plan has added the Sussex Ave Street lighting and sidewalks, then lists the Central Ave Project and has added Bridge repairs/replacement. The rest of the plan remains the same. When the Sewer Project is complete a complete review of the Streets will be done to assess the impact of the construction on all streets.

Mayor Jones opened Public Hearing for input on the Six-Year Transportation Improvement Plan. Mayor Jones opened the floor to the public. No comments were made. Mayor Jones opened the floor to Council.

Mayor Jones closed the public hearing.

7) **PRESENTATIONS:** None.

8) **REPORTS:**

a) **Staff**

Police – No report.

Public Works – Public Works Director Dafoe reported that the City Hall remodel is progressing. Over by the swimming pool bathhouse there is a dead maple tree that has to come down tomorrow. The clutch in the John Deere tractor is going out – it will cost approximately \$3,500 to fix it. The tractor may last another three years if it is fixed. A new tractor is approximately \$18,000. Neither option was budgeted in 2009. He asked for direction from Council. Council discussed options, repairs, and the potential for getting used equipment.

Development Service – Development Services Director Kemp reported:

Landis & Landis is coming to an end with the right-of-way work. Boss Construction is on schedule for the WWTP. R P & Co is present in the City and working on installing grinder pump chambers on private property. The City held an Open House on Saturday, April 18th, for the Citizens to ask sewer questions and get answers; approximately 25 people attended. He thanked Staff for their time, work and participation. The draft of the Septic Tank Abandonment program was distributed. City Clerk-Treasurer and he met with Jill Parker of Evergreen Rural Water last week to discuss rate setting. He suggested setting an Open House on June 16th from 6:30 p.m. to 8:00 p.m. for citizens to discuss rates. Ed Price is working on Code Enforcement and has cleaned up most of the complaints for junk vehicles and trash.

Administration/Finance – City Clerk-Treasurer Garrison reported attending the Treasurer's Conference and studying Project Accounting, Public Funds Investing, Customer Service, Electronic Records, Getting your Message out effectively, Evaluating Bank Services and Performance Audits. We have sent out 101 Grant awards to date and are working with CTED to submit for the funding of those grants. There is still money available. We will be processing bid documents for the Central Street Project and working to send out copies of the Invoices for the capacity/facility charges to everyone who has not satisfied that obligation. Mayor Jones reported attending the AWC Wellness Conference last week. At the next Council a Resolution will be presented to Council to adopt a Wellness Program. He reported that it was a great Conference and there will be more information to come.

b) **Commissions**

Civil Service Commission - No report.

Planning Commission – Planning Commission Chair Brodersen reported the regular meeting on April 16th was held and they talked about the Open House scheduled for the May 7, 2009 meeting. They will be working on the Landscaping section of Title 18. The Commission will also be working on the Capital Facilities Plan. The Commissioners want to study Traffic as it is a topic of concern to be addressed and worked on.

Park Commission – No report.

c) **Committees**

Sewer Committee – No report.

d) **Liaisons**

Thurston Regional Planning Council – No report.

Transportation Policy – Council member O'Callahan reported they interviewed seven people for the open citizen representative positions and the new members will attend the June meeting.

CAPCOM - Council member O'Callahan reported they will be meeting the first week of next month.

Solid Waste Advisory – Council member Scribner reported the meeting is scheduled for the first week in May.

Home Consortium – Council Member Kelley-Donohue reported working on reviewing RFP's for this grant cycle.

Medic (EMS) – Council Member O'Callahan reported there will be a meeting three weeks from now.

Emergency Management – No report.

e) **Outside Agencies**

Library – No Report.

Museum – Council member Scribner reported their last meeting that was held at the Grand Mound Dairy Queen since there was a big ditch on the property. They discussed a ramp for the Tickner School. Tickner School belongs to the Museum; it has not been turned over to the City. Mayor Jones suggested that they contact the Lions Club. They are still working on it. It is coming along. They plan to open for this season on May 16th.

Fire District #12 – No report.

9) **OLD BUSINESS:**

a) Authorization to submit the City of Tenino Water Comprehensive Plan to the Health Department for review. Public Works Director Dafoe reported that the review will cost a minimum of \$2,500. **Council member O'Callahan moved to authorize the submittal of the City of Tenino Water Comprehensive Plan to the Health Department for review and approval. Council member Kelley Donohue seconded the motion.** Council member Kelley-Donohue asked if this was included in the Budget. **The motion carried 4-0.**

10) **NEW BUSINESS:**

a) Request for waiver of \$500 Parade & Special Events Deposit - **Council member O'Callahan moved to waive the \$500 Parade & Special Events Deposit for Oregon Trail Days Event for the Chamber of Commerce. Council member Simmons seconded the motion, which carried 4-0.**

b) Authorization for Black Powder Shooters to discharge firearms - **Council member O'Callahan moved to authorize the discharge of firearms in the Park during Oregon Trail Days. Council member Kelley-Donohue seconded the motion, which carried 4-0.**

11) **RESOLUTIONS:**

a) Resolution No. 2009-15 – Ratifying Mayor's action in signing Amendment Number Two for the Sussex Ave Pedestrian/Lighting/Improvements Agreement with Jerome W. Morrissette & Associates Inc P.S – **Council member Simmons moved to adopt Resolution No. 2009-15 ratifying the Mayor's action in signing Amendment Number Two for the Sussex Ave**

Pedestrian/Lighting/Improvements Agreement with Jerome W. Morrissette & Associates Inc P.S. Council member O'Callahan seconded the motion, which carried 4-0.

b) Resolution No. 2009-16 – Adopting an Identity Theft Prevention Program – City Clerk-Treasurer Garrison presented Resolution No. 2009-16 for adoption. **Council member O'Callahan moved to adopt Resolution No. 2009-16 – adopting an Identity Theft Prevention Program. Council member Kelley-Donohue seconded the motion, which carried 4-0.**

c) Resolution No. 2009-17 – Authorization for the Mayor to sign the application for optional coverage with Washington State Department of Labor & Industries – City Clerk-Treasurer Garrison presented Resolution No. 2009-17 for adoption. Council member Scribner explained how this came to be before Council. **Council member O'Callahan moved to adopt Resolution No. 2009-17 – authorizing the Mayor to sign and enter into an agreement with Washington State Department of Labor & Industries for optional coverage for volunteers. Council member Scribner seconded the motion, which carried 4-0.**

d) Resolution No. 2009-18 – Adopting the Six Year Transportation Improvement Plan – **Council member O'Callahan moved to adopt Resolution No. 2009-18 – adopting the 2010-2015 Six Year Transportation Improvement Plan, pursuant to RCW 35.77.010, Laws of the State of Washington. Council member Scribner seconded the motion, which carried 4-0.**

12) **ORDINANCES:** None.

13) **ANNOUNCEMENTS:** None.

14) **ADJOURNMENT:** Hearing no further business Mayor Jones adjourned the meeting at 8:37 p.m.

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

ATTEST:

Kenneth A. Jones, Mayor