

CITY OF TENINO
Minutes of the Council Work Session
Council Chambers
August 25, 2009 - 7 p.m.

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

CITY OF TENINO
City Council Regular Meeting
Minutes
August 25, 2009

1) **CALL TO ORDER:** Mayor Ken Jones called the meeting of the Tenino City Council to order at 7:30 p.m. August 25, 2009.

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

STAFF: Tom Gower, Engineer, Gibbs & Olson; Pete Swenssen, City Planner, TRPC; Andy Deffobis, Assistant Planner, TRPC; 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 Kelly-Donohue seconded the motion. The motion carried 4-0.

3) **APPROVAL OF MINUTES:** Council member O'Callahan moved to approve the minutes of the August 11, 2009 Work Session and Regular Meeting . Council member Scribner seconded the motion, which carried 4-0.

4) **CONSENT CALENDAR:**

a) August 12 through August 25, 2009 Vouchers - Payroll Check # 5496 through 5523 and EFT #81509 in the amount of \$26,458.49 and Claims Check # 19124 through 19147 in the amount of \$64,595.84 for a total of \$91,054.33.

b) Liquor License Renewals for El Puerto De Angeles Mexican Restaurant & for Tenino Corner Grocery

Council member Simmons moved to approve the Consent Calendar consisting of Payroll Vouchers # 5496 through 5523 and EFT in the amount of \$26,458.49 and Claims Check # 19124 through 19147 in the amount of \$60,595.84 for a total of \$91,054.33 and Liquor License Renewal for El Puerto De Angeles Mexican Restaurant & for Tenino Corner Grocery. Council member O'Callahan seconded the motion, which carried 4-0

5) **PUBLIC COMMENTS:**

Carl Teitge commented on how well the Park and Pool Facilities are kept up and commended Public Works Director Dafoe for all his work.

6) **PUBLIC HEARING:** None.

7) **PRESENTATIONS:** Tom Gower, Engineer with Gibbs & Olson – presented a Brief Project Overview for the Waste Water Treatment Plant Phase of the Sewer Project. The Project is progressing very well; this Phase is 60% complete (based on payment). The Contractor is basically on schedule for completion on time. Council member Kelley-Donohue requested a Site visit and Tour of the facilities for Council at some point.

8) **REPORTS:**

a) **Staff**

Police – No report.

Public Works – Public Works Director Dafoe reported Environment One will be here the week of the 8th installing some pumps. The City has received 8 – 10 qualified applicants for the Wastewater Treatment Plant Operator position. The Central Avenue Project should be complete and the Contractor expects to be gone by the end of the week.

Development Service – Development Services Director Kemp presented spreadsheets to Council showing the costs and budgeting for the different phases of the project. Council member O’Callahan asked regarding tanks set too deep. Development Services Director Kemp stated that research is being done to see if there is an easy fix, the Contractor is ultimately responsible for making sure that the tank is correctly set at the appropriate level.

Administration/Finance – City Clerk-Treasurer reported awarding 13 more Grants for Facility Charges, and sending out letters to all Grant recipients advising them of the availability of funding for the electrical work. Grant funding is still available and will be awarded as long as funding is available.

b) **Commissions**

Civil Service Commission - No report.

Planning Commission – Planning Commission Chair Bret Brodersen reported the Planning Commission cancelled their Public Hearing on the Capital Facilities Plan and rescheduled it for September 10, 2009 at 7:15 p.m. The Commission will report to the Council by the end of September. Some members of the Commission will be meeting with the Chamber regarding transportation issues and report back to the Commission.

Park Commission – No report.

c) **Committees**

Sewer Committee – Council member Simmons reported that a meeting will be called some time next week.

d) **Liaisons**

Thurston Regional Planning Council – No report.

Transportation Policy – No report.

CAPCOM - Council member O’Callahan reported that they approved the Preliminary Budget at the last meeting.

Solid Waste Advisory – No report.

Home Consortium – Council member Kelly-Donohue reported new officers elected at the last meeting. The City of Tenino received a \$300,000.00 Grant for rehabilitation of rental units in Tenino. Mayor Jones reported that the City’s application for grant money for debt reduction on the Sewer Project is one of three applications that has been forwarded for possible funding from a 7 million dollar pot of stimulus money.

Medic (EMS) – Council member O’Callahan reported they celebrated their 35th year of existence.

Emergency Management – No report.

e) **Outside Agencies**

Library – Librarian Ryan Williams reported that they are wrapping up the Summer Reading Program with over 300 children participating. The Friends will be giving away a bike. Story time will be resuming. He will be teaching a “Computer Comfort Class” starting September 2nd that will run through September.

Museum – No report.

Fire District #12 – No report.

9) **OLD BUSINESS:**

a) Request for extension processing paperwork on financing facility charges – City Clerk-Treasurer Garrison requested Council grant a 30 day extension to process paperwork. **Council member O’Callahan moved to grant a 30 day extension to process the paperwork. Council member Kelley-Donohue seconded the motion.** Council discussed the granting a longer extension to provide adequate time for staff to complete all the necessary paperwork. Council discussed whether additional staff assistance would help. Mayor Jones suggested a progress report at the next meeting. **Council member O’Callahan made a friendly amendment changing the 30 day extension to a 60 day extension. Council member Kelley-Donohue accepted the amendment. The motion to grant a 60 day extension to process the paperwork carried, 4-0.**

10) **NEW BUSINESS:**

a) Park Trail Subdivision – Assistant City Planner Andy Deffobis reported to Council on the process for a Preliminary Plat Process. He reviewed the results of the Planning Commission Public Hearing review and recommendations. **Council member O’Callahan moved to approve the Preliminary Plat of the Park Trail Subdivision, subject to the conditions set by the Planning Commission itemized a through e. Council member Kelley-Donohue seconded the motion. The motion carried 4-0.**

b) Emergency Signing of PWC No 7 Revision I – Development Services Director Kemp explained the emergency situation and the actions taken by the Mayor to resolve the issue. **Council member O’Callahan moved to declare an emergency, ratify the Mayor’s action and signature on the Proposed Work Change Number 7 Revision I for RP and Company. Council member Scribner seconded the motion. The motion carried 4-0.**

c) Purchase of used Slope Mower – Public Works Director Dafoe briefed Council on the proposed purchase and the equipment specifications. **Council member O’Callahan moved to authorize the purchase of a used Slope Mower from Thurston County in the amount of \$7,013.50. Council member Kelley-Donohue seconded the motion.** Council discussed the anticipated useful life for this piece of equipment, the potential for training needs and the availability of funds for the purchase. **The motion carried 4-0.**

d) Police Grant – City Clerk-Treasurer Garrison reviewed the grant process and requested Council accept this Justice Assistance Grant for the Police Department. **Council member O’Callahan moved to accept this Justice Assistance Grant for the Police Department for \$9,999.00. Council member Scribner seconded the motion. The motion carried 4-0.**

11) **RESOLUTIONS:** None.

12) **ORDINANCES:** None.

13) **ANNOUNCEMENTS:**

Paul Donohue, Owner's Representative, updated Council on the Sussex Ave Project, Washington Department of Transportation came up with an additional \$50,000.00 in ARRA funding and \$10,000.00 from DOT to assist with funding this project. The City is waiting for the Contractor to get their bonds and insurance in order and will be scheduling a Pre-Construction meeting in the near future with Construction possibly starting the first part of September.

14) **ADJOURNMENT:** Hearing no further business Mayor Jones adjourned the meeting at 8:40 p.m.

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

ATTEST:

Kenneth A. Jones, Mayor