

CITY OF TENINO
Minutes of the Council Work Session
Council Chambers
September 8, 2009 - 7 p.m.

Council reviewed the information distributed, Vouchers, and Treasurer's Report for August 2009. Informal discussion by Council.

CITY OF TENINO
City Council Regular Meeting
Minutes
September 8, 2009

1) **CALL TO ORDER:** Mayor Ken Jones called the meeting of the Tenino City Council to order at 7:30 p.m. September 8, 2009.

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

STAFF: Andrew Deffobis, Assistant Planner, TRPC; Joe Vukich, Chief of Police; Sean Gallagher, Deputy Chief of Police; Barry Hagman, Police Officer; Hobert Pannkuk, Reserve Police Officer; Angela May, Reserve Police Officer; Dave Dafoe, Public Works Director; Ron Kemp, Development Services Director and Betty Garrison, City Clerk-Treasurer.

FLAG SALUTE: Mayor Jones led the pledge of allegiance.

2) **AGENDA APPROVAL:** Council member Kelley-Donohue moved to approve the Agenda. Council member Simmons seconded the motion. The motion carried, 3-0.

3) **APPROVAL OF MINUTES:** Council member Scribner moved to approve the minutes of the August 25, 2009 Work Session and Regular Meeting. Council member Simmons seconded the motion, which carried, 3-0.

Council member Anderson arrived at 7:32 p.m.

4) **CONSENT CALENDAR:**

a) August 26 through September 8, 2009 Vouchers - Payroll Check # 5524 through 5565 and EFT #83109 in the amount of \$65,658.08 and Claims Check # 19151 through 19195 in the amount of \$1,195,384.65 for a total of \$1,1261,042.73.

b) Treasurer's Report for the period ended August 31, 2009.

Council member Kelley-Donohue moved to approve the Consent Calendar consisting of August 26 through September 8, 2009 Vouchers - Payroll Check # 5524 through 5565 and EFT #83109 in the amount of \$65,658.08 and Claims Check # 19151 through 19195 in the amount of \$1,195,384.65 for a total of \$1,261,042.73, and the Treasurer's Report for the period ended August 31, 2009. Council member Scribner seconded the motion, which carried, 4-0.

5) **PUBLIC COMMENTS:** None.

6) **PUBLIC HEARING:** None.

7) **PRESENTATIONS:**

a) Resignation of Council member O'Callahan and filling vacancy - Administer Oath of Office for Council Position #1 – Mayor Jones reported Council member O'Callahan resigned. **Council member Anderson moved to accept Council member O'Callahan's resignation. Council member Scribner seconded the motion, which carried 4-0. Council member Kelley-Donohue moved to appoint Rebecca Foster to fill the vacant Council Position #1. Council member Simmons seconded the motion, which carried 4-0.** Mayor Jones administered the Oath of Office to Rebecca Foster. **Council member Foster was welcomed to the table.**

b) Oath of Office for Deputy Police Chief Sean Gallagher - Chief Vukich introduced and welcomed Sean Gallagher to the Department and City of Tenino; Mayor Jones administered the Oath of Office for Deputy Police Chief Sean Gallagher – Chief Vukich introduced and welcomed Hobert Pannkuk and Angela May as Reserve Officers for the Tenino Police Department; Mayor Jones administered the Oath of Office for Reserve Officers Angela May and Hobert Pannkuk.

c) Presentation of Logo – Ryan Muff, new City of Tenino resident presented a new Drawing of the City waterfall logo. Mayor Jones and the Council thanked him for his work and dedication to his new home.

8) **REPORTS:**

a) **Staff**

Police – No report.

Public Works – Public Works Director Dave Dafoe reported: two Public Works employees may be out for a while – Jason Hull is scheduled for shoulder surgery Thursday and Jeff Gross is seeing a hip specialist tomorrow for a potential hip replacement, this leaves the Public Works Department under staffed; Central Avenue Street Project is basically complete; will be meeting with the engineers and Potelco to discuss some sidewalks that were damaged and need to be replaced.

Development Service – Development Services Director Kemp reported: The Waste Water Treatment Plant is about 70% complete; tentatively scheduled a Tour of the facility on October 5th; presented an update on the budget status for the different phases of the Sewer System Project.

Administration/Finance – City Clerk-Treasurer Garrison reported: Work has begun on the 2010 Budget; the forms for financing the sewer facility charges are all in the City Attorney's hands for review and work has started on the mailing list for all who have not yet paid their facility charges in full (minus the septic abandonment); the City is receiving the paperwork to process electrical work grants for those qualified. I have been assured by DOT that the City will be receiving the reimbursement for the Sussex Avenue Stimulus Funded Project; the request was submitted nearly 60 days ago.

b) **Commissions**

Civil Service Commission - No report.

Planning Commission – Planning Commission Chair Brodersen reported the Commission held a Special Meeting on September 2nd to re-schedule a Public Hearing on the Capital Facilities Plan as the advertisement for the original Public Hearing didn't get into the paper of record; they will have a Work Session this Thursday and the Regular meeting is next Thursday. The Public Hearing is now scheduled on Capital Facilities Plan for September 24th at 7:05 p.m.; the Commission will be reviewing their work calendar for the balance of the year; they will be working on the Master

Shoreline Program, TRPC is familiar with the shoreline program and will be working with Bucoda, Yelm and Tenino.

Park Commission – No report.

c) **Committees**

Sewer Committee – Council member Simmons reported that the City has been a construction site all summer and with the rain there will be mud.

d) **Liaisons**

Thurston Regional Planning Council – Mayor Jones reported the next meeting will be a Retreat from 8 in the morning until 2 or 3 in the afternoon.

Transportation Policy – No report.

CAPCOM - No report.

Solid Waste Advisory – Council member Scribner reported that the September meeting has been cancelled.

Home Consortium – No report.

Medic (EMS) – No report.

Emergency Management – No report.

e) **Outside Agencies**

Library – No report.

Museum – No report.

Fire District #12 – No report.

9) **OLD BUSINESS:**

a) Council pay- Mayor Jones reminded Council that this has been discussed numerous times in the past. Council discussed. **Council member Anderson moved to set a Committee of two to review, and come up with a proposal for Council regarding Council, Mayor and City Representative compensation for the next meeting. Council member Kelley-Donohue seconded the motion, which carried 5-0.** Council member Anderson and Council member Foster volunteered to sit on the Committee.

10) **NEW BUSINESS:**

a) Set 2010 Budget Hearings – City Clerk-Treasurer Garrison requested Council set the Public Hearings for the 2010 Budget. **Council member Anderson moved to set Public Hearings for the 2010 Preliminary Budget and Revenue Sources for the Regular Council Meeting on November 10, 2009 and for the 2010 Final Budget at the Regular Council Meeting on November 24, 2009. Council member Kelley-Donohue seconded the motion, which carried 5-0.**

b) Service Connections PVC Cleanouts PWC#2 – Development Service Director Kemp requested ratification for the previous action of the Mayor in signing and authorizing PWC #2; this was originally signed expecting it to be well within the Mayor's monetary limit for authorization without Council action being necessary and now has exceeded that amount. **Council member Scribner moved to ratify the Mayor's signature on PWC #2 authorizing payment for PVC cleanouts as required by code. Council member Kelley-Donohue seconded the motion, which carried, 5-0.**

11) **RESOLUTIONS:**

d) Resolution No. 2009-28 – declaring certain personal property as surplus and of no further use to the City, and directing the disposal thereof - **Council member Anderson moved to adopt Resolution No. 2009-28 – declaring certain personal property as surplus and of no**

further use to the City, and directing the disposal thereof. Council member Kelley-Donohue seconded the motion. Council discussed with Chief Vukich and Public Works Director Dafoe the desks in front of the old shop. Council member Anderson requested the addition of “1 lot of miscellaneous desks” to the list of surplus property to be disposed of. Council member Kelley-Donohue accepted the addition. Mayor Jones called the question for the motion to adopt Resolution No. 2009-28 with the addition of 1 lot of miscellaneous desks. The motion carried 5-0.

12) **ORDINANCES:**

a) Ordinance No. 763 - Amending sub-section 18B.3.100(G) of the Tenino Municipal Code and Table 18.30-4 of the Tenino Municipal Code – Assistant Planner Andy Deffobis presented this Ordinance to Council for consideration. Council member Simmons moved to adopt Ordinance No. 763 – which amends Tenino Municipal Code landscaping standards. Council member Scribner seconded the motion, which carried 5-0.

13) **ANNOUNCEMENTS:** None.

14) **ADJOURNMENT:** Hearing no further business Mayor Jones adjourned the meeting at 8:30 p.m.

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

ATTEST:

Kenneth A. Jones, Mayor