

CITY OF TENINO
Minutes of the Council Work Session
Council Chambers
November 24, 2009 - 5 p.m.

SPECIAL MEETING Work Session at 5:00 p.m.

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

STAFF: Paul Donohue, Owner's Representative; Sean Gallagher, Deputy Chief of Police; Dave Dafoe, Public Works Director; Ron Kemp, Development Services Director; and Betty Garrison, City Clerk-Treasurer.

- a) Ordinance No. 765 – Sewer System – TMC 13.08 revised – Development Services Director Ron Kemp reviewed.

Council member Robert Scribner arrived at 5:30 p.m.

- b) Ordinance No. 767 – Sewer Rates – Development Services Director Ron Kemp reviewed.

- c) 2010 Budget – City Clerk-Treasurer Betty Garrison reviewed.

Council member Phil Simmons arrived at 6:45 p.m.

REGULAR WORK SESSION at 7:00 p.m.

Council reviewed the information distributed and Vouchers. Informal discussion by Council. Council discussed flipping the Council Chambers to provide better security for Court and Council.

CITY OF TENINO
City Council Regular Meeting
Minutes
November 24, 2009

1) **CALL TO ORDER:** Mayor Ken Jones called the meeting of the Tenino City Council to order at 7:30 p.m. November 24, 2009.

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

STAFF: Paul Donohue, Owner's Representative; Sean Gallagher, Deputy Chief of Police; 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 as amended adding 10.d. Council member Scribner seconded the motion. The motion carried, 5-0.

3) **APPROVAL OF MINUTES:** Council member Kelley-Donohue moved to approve the

Minutes of the November 10, 2009 Work Session and Regular Meeting. Council member Anderson seconded the motion, which carried, 5-0.

4) CONSENT CALENDAR:

a) November 11 through November 24, 2009 Vouchers - Payroll Check # 5669 through 5685 and EFT #111509 in the amount of \$39,162.39 and Claims Check # 19446 through 19479 in the amount of \$82,162.26 for a total of \$121,324.65.

Council member Kelley-Donohue moved to approve the Consent Calendar consisting of November 11 through November 24, 2009 Vouchers - Payroll Check # 5669 through 5685 and EFT #111509 in the amount of \$39,162.39 and Claims Check # 19446 through 19479 in the amount of \$82,162.26 for a total of \$121,324.65. Council member Scribner seconded the motion, which carried, 5-0.

5) **PUBLIC COMMENTS:** Steve Breuer, Owner of the Landmark Tavern addressed Council proposing that Gambling Tax drop from the current 10% to 5% for 2 years to provide assistance to the local businesses. Mayor Jones suggested a Committee to review the proposal and get back to Mr. Breuer.

6) **PUBLIC HEARING:** Mayor Jones opened the Public Hearing on the 2010 Final – City Clerk-Treasurer Garrison presented the Final 2010 Budget. The audience was invited to make public comments. Bret Brodersen addressed Council suggesting a decrease in the anticipated tax revenue due to the state of the economy. Mayor Jones invited the public to make additional comments and no one commented. The Council was invited to comment. Hearing no further comments Mayor Jones closed the Public Hearing at 7:45 p.m.

7) **PRESENTATIONS:** None.

8) REPORTS:

a) **Staff**

Police – Deputy Chief Gallagher reported a couple recent cases that were notable; reported the dollar amount for the MOU from the last meeting is expected to not exceed \$4,320.00 and that the interviews for a lateral candidate were successful and a candidate is being run through the background, polygraph and psychological testing and is expected to be hired by the end of next week.

Public Works – No report.

Development Service – Development Services Director Ron Kemp reported: the fresh water start-up at the Treatment Plant is scheduled for next week; the service connection phase is moving along; he has been busy working on the Update for TMC 13.08/Ordinance No. 765 and the rate Ordinance No. 767.

Administration/Finance – City Clerk-Treasurer Garrison reported: The Audit Exit Conference is scheduled for 12/8/09 at 9:30 a.m. anyone interested in attending is invited; the Quarry House is reserved for the Visioning Session in January; the Capital Facilities Plan that was going to come before Council tonight will be before Council on December 8, 2009 as a SEPA needed to be done prior to adoption.

b) **Commissions**

Civil Service Commission - No report.

Planning Commission – Planning Commission Chair Brodersen reported: DOE and TRPC presented information regarding Shoreline Management Program at the Commission meeting on the 12th; the last meeting for the year is scheduled for December 17th.

Park Commission – No report.

c) **Committees**

Sewer Committee – Council member Simmons reported the Committee discussing the need for Sludge removal in 2 – 4 years and different options for handling the sludge.

d) **Liaisons**

Thurston Regional Planning Council – No report.

Transportation Policy – No report.

CAPCOM - No report.

Solid Waste Advisory – No report.

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:**

10) **NEW BUSINESS:**

a) Request to have fees waived – City Clerk-Treasurer presented a request from Key Bank to have the dis-honored check fees waived due to an encoding error at the Bank. **Council member Anderson moved to not waive the dis-honored check fee. Council member Kelley-Donohue seconded the motion. The motion carried 5-0.**

b) Request for change in working hours for PD Staff – Deputy Chief Gallagher presented this proposal to change working hours for the Police Department Staff from three on three off with twelve hour shifts to four ten's and the 7K schedule from overtime after 147 hours in a 24 day cycle to overtime after 43 hours in a 7 day cycle effective January 1, 2010. This will allow for a day with overlapping officers so that training can be scheduled. **Council member Anderson moved to set the 7K schedule for 2010 to a 7 day cycle with 43 hours worked prior to overtime being incurred. Council member Kelley-Donohue seconded the motion.** Council discussed that this schedule would be better for the health and welfare of the officers. City Clerk-Treasurer Garrison explained that any change in the 7K schedule must be authorized by Council and can only be made starting January 1 of a calendar year. Council asked if the Officers were okay with the change. Deputy Chief Gallagher reported that the Officers were pleased with the proposed change. **The motion carried 5-0.**

c) Authorization to Co-Sponsor Grant Application – Mayor Jones presented this request from TRPC for the City of Tenino to co-sponsor a Grant Application for Thurston County. **Council member Simmons moved to authorize the Mayor to submit a letter of recommendation and the City to co-sponsor the efforts of TRPC with regard to the application for EECBG funding. Council member Scribner seconded the motion. The motion carried 5-0.**

d) Advertising for Bids on new Pole Barn – Public Works Director Dafoe requested authorization to advertise for Bids to build a Pole Barn Building for Public Works. The Water Main will also need to be upgraded for this building. Development Services Director Kemp will be the Project Coordinator for the project. Council discussed building for future growth. **Council member Anderson moved to authorize advertising for bids for a Pole Barn Maintenance Shop Building with an alternate bid adding one additional bay. Council member Scribner seconded the motion. The motion carried 5-0.**

11) **RESOLUTIONS:**

a) Resolution No. 2009-32 – Authorizing the Mayor to sign and enter into an Agreement for Prosecuting Attorney Services. – **Council member Kelley-Donohue moved to adopt Resolution No. 2009-32 authorizing the Mayor to sign and enter into an Agreement for Prosecuting Attorney Services. Council member Scribner seconded the motion. The motion carried 5-0.**

b) Resolution No. 2009-33 - Authorizing the City of Tenino to accept a \$200,000.00 Interfund Loan from its Municipal Capital Improvement Fund to its Street Fund for the purpose of Interim Financing for the ARRA Sussex Avenue Project – City Clerk-Treasurer Garrison presented this Resolution for Council consideration. **Council member Anderson moved to adopt Resolution No. 2009-33 – authorizing the City of Tenino to accept a \$200,000.00 Interfund Loan from its Municipal Capital Improvement Fund to its Street Fund for the purpose of Interim Financing for the ARRA Sussex Avenue Project. Council member Kelley-Donohue seconded the motion. The motion carried 5-0.**

c) Resolution No. 2009-34 – Authorizing the Mayor to sign a Street Lighting Authorization Letter and Custom Street Lighting Order to add to the Sussex Avenue Project – Owner’s Representative Paul Donohue presented this request to add an additional light to the Sussex Avenue Project. The cost of this addition to be paid out of the Contingency fund along with striping, inspections, administration and replacement of fire hydrants. **Council member Kelley-Donohue moved to adopt Resolution No. 2009-34 – authorizing the Mayor to sign a Street Lighting Authorization Letter and Custom Street Lighting Order to add to the Sussex Avenue Project. Council member Foster seconded the motion. The motion carried 5-0.**

d) Resolution No. 2009-35 – Authorizing the Mayor to sign an Addendum to the Solid Waste Collection Agreement with Harold LeMay Enterprises, Inc. – City Clerk-Treasurer Garrison presented this request from LeMay Ent, explaining that this increase in fees is from LeMay Ent. not from the City. **Council member Simmons moved to adopt Resolution No. 2009-35 – authorizing the Mayor to sign an Addendum to the Solid Waste Collection Agreement with Harold LeMay Enterprises, Inc. Council member Kelley-Donohue seconded the motion. The motion carried 5-0.**

12) **ORDINANCES:**

a) Ordinance No. 767 – Establishing the monthly Sewer Rate – Development Services Director Kemp presented this Ordinance for a first reading. At the work session earlier in the evening it was suggested that the \$99.00 fee be dropped to \$94.00 and that the surcharge be decreased from the current \$18.30 to \$3.80 per service with active Sewer Utility Accounts. There is a Utility Tax that

is charged in addition to the service fee. A Public Hearing is advertised and scheduled for the Council meeting on December 8, 2009. Mayor Jones opened the floor for public comments. Lynn Oha Carey addressed Council requested all possible consideration be given to keeping the rates as low as possible so that the Utility bills are affordable for the citizens. Paul Donohue questioned the Utility Tax.

Council member Anderson moved to accept this as the first reading of Ordinance No. 767 as amended. Council member Scribner seconded the motion. The motion carried 5-0.

b) Ordinance No. 765 – Repealing Tenino Municipal Code Chapter 13.08 Sanitary Disposal; repealing Ordinance No. 744, Section 11.2 as adopted in 2008; repealing Tenino Municipal Code Chapter 8.36, effective December 15, 2009; and adopting Tenino Municipal Code Chapter 13.08 Sewer System – **Council member Kelley-Donohue moved to adopt Ordinance No. 765 – Repealing Tenino Municipal Code Chapter 13.08 Sanitary Disposal; repealing Ordinance No. 744, Section 11.2 as adopted in 2008; repealing Tenino Municipal Code Chapter 8.36, effective December 15, 2009; and adopting Tenino Municipal Code Chapter 13.08 Sewer System. Council member Anderson seconded the motion. The motion carried 5-0.**

13) **ANNOUNCEMENTS:**

14) **ADJOURNMENT:** Hearing no further business Mayor Jones adjourned the meeting at 9:50 p.m.

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

ATTEST:

Kenneth A. Jones, Mayor