

**CITY OF TENINO**  
**Minutes of the Council Work Session**  
**Council Chambers**  
**January 12, 2010 - 7 p.m.**

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

**CITY OF TENINO**  
**City Council Regular Meeting**  
**Minutes**  
**January 12, 2010**

1) **CALL TO ORDER:** Mayor Ken Jones called the meeting of the Tenino City Council to order at 7:30 p.m. January 12, 2010.

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

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

**FLAG SALUTE:** Council member Anderson led the pledge of allegiance.

2) **AGENDA APPROVAL:** Council member Anderson moved to approve the Agenda amended to add item d) **Authorization for Staff to process and release payments for the Sussex Avenue Project upon receipt of ARRA funding under Section 10, New Business.** Council member Kelley-Donohue seconded the motion. The motion carried, 4 - 0.

3) **APPROVAL OF MINUTES:** Council member Kelley-Donohue moved to approve the **Minutes of the December 22, 2009 Work Sessions and Regular Meeting.** Council member Simmons seconded the motion, which carried, 4 - 0.

5) **PUBLIC COMMENTS:** None.

6) **PUBLIC HEARING:** None.

7) **PRESENTATIONS:**

a) Dean Schreiber & Taylor McLean – Senior Project/Signage for the Park – Addressed Council with a Power Point Presentation. The presentation outlined their proposal and timelines for the project. They will meet with Public Works Director Dafoe and Police Deputy Chief Gallagher. Council member Simmons volunteered to provide the paint. Mayor Jones requested that they return to report their progress at the meeting on February 23, 2010.

b) Phil Owen, City of Olympia – RE: Homeless Census for Thurston County – Addressed Council encouraging participation in the Point In Time Census for the Homeless. Council member Kelley-Donohue reported that she, Paul Donohue, Connie and Dwight will be volunteering.

c) Report on findings – Tafoya water line issue – Public Works Director Dafoe reviewed the pictures taken during the process of uncovering and recovering the water and sewer lines at the Tafoya residence. It is noted that the new water line that Tafoya's installed was installed directly under the sewer line that was already in the ground, the original water line was off to the side. Public Works Director Dafoe separated the lines as much as possible prior to covering the lines up.

## 8) **REPORTS:**

### a) **Staff**

Police – City Clerk-Treasurer reported that Deputy Chief Gallagher is currently attending the Equivalency Academy at CJTC and will be completing the training Friday. Activity for December and the recap for the Year was included in the Council Packets for review.

Public Works – Public Works Director Dave Dafoe reported Sewer is flowing and the Public Works Department and Development Services are in the process of getting their hepatitis shots. There have been two leaks, both discovered on Sundays and they were repaired. Public Works Director Dafoe thanked Council for the Vector Truck! A flagging class is scheduled.

Development Service – Development Services Director Ron Kemp reported the Class A Reuse Facility is getting about 25,000 gallons per day of sewage now, with approximately 350,000 gallons stored in the equalization basin. They will be setting the membranes next week. There is a possibility the City will need to pay a penalty to Boss Construction due to the delay. Grinder pump orders should be complete at this time. Re: Service Connections - they now have 113 properties connected. There is an issue with properties neglecting to get the electrical done. A fee of \$100 per property for re-mobilization will be charged due to the Contractor having to by-pass properties without the electrical approved stickers. Some of the by-passed properties are due to an omission from L & I posting the green stickers. The engineer is estimating the City will be charged with approximately 150 re-mobilizations costing the City \$15,000. This will be brought to Council for approval as a change order. A list of Addresses in Non-Compliance was distributed.

Administration/Finance – City Clerk-Treasurer Garrison reported: The moving of the Chambers is scheduled for next week; the formal Audit Report has been released; the Public Defender has resigned, someone is lined up to step in for Court this Friday and Staff is working to get a contract ready to bring to Council at the next meeting; December financial statements will be provided at the next meeting as we are still in the end of year open period.

### b) **Commissions**

Civil Service Commission - No report.

Planning Commission – Planning Commission Chair Brodersen reported: the Commission will meet on Thursday, January 14<sup>th</sup> at 7 p.m. on the Roles and Responsibilities of a Planning Commissioner; the Commission will meet January 21<sup>st</sup> to elect officers, have a Public Hearing on the 2010 Calendar, and for an update on the Shoreline Master Plan – Scattercreek may not meet the definition of a Shoreline, which will require verification from the Department of Ecology and potentially an amendment to the Comp Plan. State Parks has requested to make a presentation to the Planning Commission regarding their “Scenic By-ways Venture”. The Draft 2009 report will probably be ready for Council at their next meeting.

Park Commission – Council member Kelley-Donohue reported attending the meeting last evening. The Commission discussed Goals and Objectives from the Master Park Plan.

### c) **Committees**

Sewer Committee – Council member Simmons reported there will be a meeting tomorrow at 10. Things are running much more smoothly with RP, the Schools appear to have found the funding for their electrical.

### d) **Liaisons**

Thurston Regional Planning Council – Mayor Jones reported on their meeting. They discussed the Work Plan and the Legislative thrust beginning. This is the opportunity to bring issues to the Mayor or TRPC.

Transportation Policy – No report.

CAPCOM - No report.

Solid Waste Advisory – No report.

Home Consortium – Council member Kelley-Donohue reported that she and the Mayor attended the meeting this morning. There is a new appointee to the Advisory Committee. The Point-In-Time Count will be happening at the end of the month. The meeting date has been changed from Tuesday to Monday. They reviewed the update on the homeless counts.

Medic (EMS) – No report.

Emergency Management – No report.

e) **Outside Agencies**

Library – Librarian Ryan Williams reported things at the Library are going along fine. The Winter Report from Timberland was distributed and the Adult Reading Program is starting.

Museum – Mari Evans reported: 1<sup>st</sup> - The Park Commission is working to re-organize the Goals and Objectives in Chapter 5 and to insert strategies. They are pursuing information on surveys. 2<sup>nd</sup> - The Museum/Historical Society is working on the Ticknor School – hoping to start on installing the ramp so that they can open in the Spring. They are working on some code requirements and making sure that they are complying with Federal guidelines.

Fire District #12 – City Clerk-Treasurer reported that a written report was distributed.

9) **OLD BUSINESS:** None.

10) **NEW BUSINESS:**

a) Council selection to fill Position #1 – Mayor Jones reported receiving two requests for the vacant Council position. The candidates were invited to address Council. Council was invited to question the candidates. Council voted Bret Brodersen 2 votes, John O’Callahan 1 vote; Council member Kelley-Donohue abstained due to a conflict of interest. **Council member Simmons moved to appoint Bret Brodersen to the fill Position No. 1 until the next general election. Council member Anderson seconded the motion.** Council member Kelley-Donohue abstained from voting due to a conflict of interest. **The motion carried 3 - 0.**

Mayor Jones administered the Oath of Office for newly appointed Council member Brodersen and invited him to the table. Mayor Jones administered the Oath of Office to newly elected Council member Frank Anderson. Newly elected Council member Foster participated in the Swearing in Ceremony at the County Courthouse.

b) Committee Appointments and selection of a Mayor Pro Tem for 2010 – Mayor Jones recommended the re-appointment of Mayor Pro tem Kelley-Donohue. **Council member Anderson moved to re-appoint Council member Kelley-Donohue as Mayor Pro-tem. Council member Foster seconded the motion.** Council member Kelley-Donohue agreed to accept the position. **The motion carried 5-0.**

Mayor Jones and Council discussed Committee Appointments and Liaison positions.

Council member Anderson advised Council that he would need to leave soon and asked if there is more business needing a voting.

4) **CONSENT CALENDAR:**

a) December 23 through December 31, 2009 Vouchers - Claims Checks # 19621 through 19714 for a total of \$553,905.03 and January 1, 2010 through January 12, 2010 Vouchers – Payroll Checks # 5733 through 5762 and EFT 123109 in the amount of \$68,687.24 and Claims Checks # 19715 through 19744 in the amount of \$22,635.10 for a total of \$91,322.34.

**Council member Anderson moved to approve the Consent Calendar**

consisting of December 23 through December 31, 2009 Vouchers - Claims Checks # 19621 through 19714 in the amount of \$553,905.03, and January 1 through January 12, 2010 Vouchers consisting of Payroll Checks # 5733 through 5762 and EFT 123109 in the amount of \$68,687.24 and Claims Checks # 19715 through 19744 in the amount of \$22,635.10 for a total of \$91,322.34 (two separate check runs two separate totals). Council member Foster seconded the motion, which carried, 4 - 0 with Council member Brodersen abstaining as he didn't have the opportunity to review the Vouchers presented.

Council Member Anderson left the meeting at 9:00 p.m.

Council resumed discussion of Committee and Liaison Appointments. See attached listing.

c) Request for an exception on Water Bill – Clerk-Treasurer Garrison presented this request for Ron White. Council discussed. Ms. White was given an opportunity to address Council. **Council member Simmons moved to authorize City Clerk-Treasurer Garrison to set up a payment plan for the payment of this account over time, not to exceed 1 year. Council member Kelley-Donohue seconded the motion. Council discussed. The motion carried 5-0.**

d) Authorization for Staff to process and release payment for the Sussex Avenue Project upon receipt of ARRA funding – City Clerk-Treasurer explained that the delay in receiving reimbursement on this Grant Project has caused cash flow issues delaying payment to contractors and vendors. This request is to allow for payment out of the normal process if funding is received. **Council member Simmons moved to authorize Staff to process and release payment for the Sussex Avenue Project pending receipt of funds. Council member Kelley-Donohue seconded the motion. Council member Brodersen asked what the total amount to be dispersed would be. City Clerk-Treasurer Garrison identified three invoices totaling \$ 104,586.44. The motion carried 4 - 0.**

## 11) **RESOLUTIONS:**

a) Resolution No. 2010-01 – Authorizing the Mayor to sign and enter into an Interlocal Agreement with the Association of Washington Cities Risk Management Service Agency. – City Clerk-Treasurer Garrison requested adoption of this Resolution. **Council member Brodersen moved to adopt Resolution No. 2010-01 – authorizing the Mayor to sign and enter into an Interlocal Agreement with the Association of Washington Cities Risk Management Service Agency. Council member Kelley-Donohue seconded the motion. The motion carried 4 - 0.**

b) Resolution No. 2010-02 – Authorizing the Mayor to enter into and sign the Services Agreement Amendment No. 3 with Thurston County/Central Services Department. - City Clerk-Treasurer Garrison requested adoption of this Resolution for the extension of this agreement for one year. **Council member Simmons moved to adopt Resolution No. 2010-02 authorizing the Mayor to enter into and sign the Services Agreement Amendment No. 3 with Thurston County/Central Services Department extending the current contract through December 31, 2010. Council member Brodersen seconded the motion. The motion carried 4 - 0.**

## 12) **ORDINANCES:**

a) Ordinance No. 772 – amending the gambling tax rate for punch boards

and pull tabs. – City Clerk-Treasurer Garrison requested the Council accept the first reading of Ordinance No. 772. **Council member Kelley-Donohue moved to accept this as the first reading of Ordinance No. 772 – amending the gambling tax rate for punch boards and pull tabs. Council member Simmons seconded the motion. The motion carried 4 - 0.**

13) **ANNOUNCEMENTS:** City Clerk-Treasurer reminded everyone of the Visioning Session on Saturday at 9 a.m. at the Quarry House.

14) **ADJOURNMENT:** Hearing no further business Mayor Jones adjourned the meeting at 9:36 p.m.

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

ATTEST:

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Kenneth A. Jones, Mayor