

CITY OF TENINO
Minutes of the Council Work Session
Council Chambers
April 27, 2010 – 6:30 p.m.

Council reviewed the information distributed and Vouchers. Council discussed Water Rights, Water Facility Charges and the potential for a new well. Informal discussion by Council.

CITY OF TENINO
City Council Regular Meeting
Minutes
April 27, 2010

1) **CALL TO ORDER:** Mayor Ken Jones called the meeting of the Tenino City Council to order at 7:30 p.m. April 27, 2010.

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

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

FLAG SALUTE: Council member Brodersen led the pledge of allegiance.

2) **AGENDA APPROVAL:** Council member Kelley-Donohue moved to approve the Agenda. Council member Foster seconded the motion. The motion carried, 5-0.

3) **APPROVAL OF MINUTES:** Council member Kelley-Donohue moved to approve the Minutes of the April 13, 2010 Work Sessions and Regular Meeting. Council member Foster seconded the motion, which carried, 5-0.

Mayor Jones deferred the Consent Calendar to later in the meeting.

5) **PUBLIC COMMENTS:**

Paul Donohue reported that the Chamber of Commerce is accepting donations for Flower Baskets to hang on the new light poles.

6) **PUBLIC HEARING:** None.

7) **PRESENTATIONS:**

a) Swearing in of Police Officer Tyson Shenkel – Mayor Jones administered the Oath of Office to Police Officer Tyson Shenkel.

8) **REPORTS:**

a) **Staff**

Police – Chief Gallagher reported: Pierce County came out and calibrated the radars providing a two year certification and an expert witness should one be needed for Court. There haven't been any car prowls since the last meeting. Mayor Jones and Chief Gallagher interviewed two lateral applicants. Chief Gallagher, Officer Haggerty and Officer Shenkel assisted with the Civil Service Physical Agility Testing on Saturday, April 24th. Eighteen (18) candidates took the

Physical Agility Test; fifteen (15) passed and went on to take the Written Test. Mayor Jones and Chief Gallagher met with School Officials regarding the parking issue and came to an agreement to open a section that is blocked to allow access to the lot, the school is to monitor activity on the lot. The dedication plaque on the Police Station has been removed and will be replaced to correct the date, Council member Kelley-Donohue is assisting the Department with the replacement, there will be a re-dedication when the new one comes in.

Public Works – Public Works Director Dafoe expressed appreciation to Council member Simmons and Development Services Director Kemp for assisting with the interview process for the new maintenance worker. 125 applications were received; 13 candidates were interviewed; Troy Cannon was hired and started Monday. Council member Foster asked regarding repairs to individual yards that still need to be done. Public Works Director Dafoe reported that the Contractor is still working. Substantial completion is this week and the Contractor will have 30 days to complete the punch list. Inspections will be done. Council discussed and suggested that citizens with complaints call City Hall to report to Public Works any issues with the work done so that it can be included in the Punch List. Council member Kelley-Donohue suggested that it be put in writing on the Complaint form for tracking.

Development Service – Development Services Director Ron Kemp reported: The current status on connections: 579 properties are connected; 19 are ready for connection; 36 are turned plumbing with plumbers making daily connections; 2 not complete or even started by RP; 26 without L & I approval of the property owners electrical connection; 4 of those 26 are potential problems; 662 Total connections and estimated 741 ERU's. The mix liquor concentration of sewerage at the Treatment Plant is now over 12,000. The seeding two weeks ago was very successful. Current savings on Boss Construction's contract appears to be \$183,572.00. This amount is not all savings as the lab equipment was ordered direct and the landscaping was withdrawn and will still need to be done.

Administration/Finance – No report.

b) **Commissions**

Civil Service Commission - Civil Service Secretary/Chief Examiner Garrison reported receiving 25 applications, Physical Agility Testing was done on the 24th – tested 18 and had 15 pass and take the written tests; should have results the end of this week beginning of next week and will then schedule an Oral Board.

Planning Commission – Planning Commission Chair Donohue reported: the Commission met and made the recommendation that Council approve the Natural Hazard Mitigation Annexation. The Commission was informed that the City will not be removed from the State Shoreline Plan. Steve Morrison will attend the meeting on the 13th to review the requirements.

Park Commission – No report.

c) **Committees**

Sewer Committee – No report.

d) **Liaisons**

Thurston Regional Planning Council – No report.

Transportation Policy – No report.

CAPCOM - Information distributed.

Solid Waste Advisory – No report.

Home Consortium – Council member Kelley-Donohue drew Council attention to the invitation included in their packet for the meeting on housing the homeless Saturday, May 1.

Medic (EMS) – No report.

Emergency Management – No report.

e) **Outside Agencies**

Library – Information distributed to Council.

Museum – No report.

Fire District #12 – No report.

9) **OLD BUSINESS:**

a) Changing the Work Session start time to 6:30 – City Clerk-Treasurer Garrison asked Council direction on this proposal to change the starting time for Work Sessions prior to each Regular Council Meeting. **Council member Brodersen moved to change the regular starting time for Work Sessions to 6:30. Council member Kelley-Donohue seconded the motion.** Council member Simmons expressed support for changing the time to allow more time to review the Vouchers and information presented. **The motion carried 5-0.**

b) Request for staffing for Septic Abandonment Phase of the Sewer Project – Public Works Director Dafoe presented this request to hire two temporary employees to do the septic abandonment. **Council member Brodersen moved to authorize two temporary positions not to exceed 5 months depending on budget for septic abandonment. Council member Kelley-Donohue seconded the motion. The motion carried 5-0.**

10) **NEW BUSINESS:**

a) PWC #25, 29, 31 Boss Construction - Development Services Director Kemp presented these Proposed Work Change orders requesting authorization for the Mayor to sign them. **Council member Anderson moved to approve the Mayor's signature on PWC #25 for the amount of \$23,877.49 plus state sales tax, PWC #29 for the amount of \$15,657.52 plus state sales tax and PWC #31 for the amount of \$23,815.69 plus state sales tax. All three are to Boss Construction for the Waste Water Treatment Plant. Council member Kelley-Donohue seconded the motion, which passed 5-0.**

4) **CONSENT CALENDAR:**

a) April 14 through April 27, 2010 Vouchers - Payroll Checks # 5983 through 5999 in the amount of \$32,201.17 and Claims Checks #20013 and #20167 through 20201 in the amount of \$462,801.05 for a total of \$495,002.22. (Note – Claims Checks # 20013 is a Key Bank Check to transfer funds to Timberland from the automatic deposit from USDA.)

Council member Kelley-Donohue moved to approve the Consent Calendar consisting of April 14 through April 27, 2010 Vouchers - Payroll Checks # 5983 through 5999 in the amount of \$32,201.17 and Claims Check # 20013 and Checks #20167 through 20201 in the amount of \$462,801.05 for a total of \$495,002.22. Council member Anderson seconded the motion, which carried, 5-0.

11) **RESOLUTIONS:**

a) Resolution No. 2010-17 – Revising and Updating the City's Fee Schedules as adopted by Resolution No. 2007-05 – City Clerk-Treasurer Garrison presented this Resolution for adoption explaining that it does not change any fees merely changes the method of adoption. Fees that were excluded from this new Resolution are included in an Ordinance up for adoption later in the meeting, as they were originally set by Ordinance and must be changed by Ordinance. **Council member Kelley-Donohue moved to adopt Resolution No. 2010-17 – revising and updating**

the City's fee schedule as adopted by Resolution No. 2007-05. Council member Simmons seconded the motion. The motion carried 5-0.

b) Resolution No. 2010-18 – Declaring certain personal property a surplus and of no further value to the City, and directing the disposal thereof – Chief Gallagher presented this Resolution for adoption. Council member Kelley-Donohue moved to adopt Resolution No 2010-18 – declaring personal property as surplus and of no further value to the City, and directing the disposal thereof. Council member Foster seconded the motion. The motion carried 5-0.

c) Resolution No. 2010-19 – Adopting the “Natural Hazards Mitigation Plan for the Thurston County Region” and “the City of Tenino’s annex to the Natural Hazards Mitigation Plan for the Thurston Region.” - Associate Planner Paul Brewster with TRPC presented this Resolution for adoption and reviewed the Plan identifying this as an update for the existing plan and a major re-write. Council member Kelley-Donohue moved to adopt Resolution No. 2010-19 – adopting the “Natural Hazards Mitigation Plan for the Thurston Region” and the “The City of Tenino’s Annex to the Natural Hazards Mitigation Plan for the Thurston Region.” Council member Anderson seconded the motion. The motion carried 5-0.

12) **ORDINANCES:**

a) Ordinance No. 774 – Mandating monthly sewer rates for all developed properties with water meters not excluded by WAC – Development Services Director Kemp presented this Ordinance for acceptance of the first reading. Council member Brodersen moved to accept this as the first reading of Ordinance No. 774 – mandating monthly sewer rates for all developed properties with water meters not excluded by WAC. Council member Simmons seconded the motion. The motion carried 5-0.

b) Ordinance No. 775 – Amending certain sections of Chapter 13.04 of the Tenino Municipal Code – City Clerk-Treasurer Garrison presented this Ordinance for discussion reviewing proposed options and requesting Council direction. Council discussed the options presented. Council decided by Consensus to include the clarification of “real property”; to leave the requirement to post visibly on the property 24 hour notice prior to shut-off for non-payment; to add verbiage that authorizes the City Clerk-Treasurer to accept short term payment arrangements in lieu of shut-off; to add verbiage that permits flexibility on shut-off notice dates to work around holidays and week-ends and inclement weather; to delete the fee for expedited turn on service and to allow for turn on as soon as reasonably possible; and to charge the surcharge to each active meter.

Council member Anderson left the meeting at 9:12 p.m.

c) Ordinance No. 776 – Amending Tenino Municipal Code 5.24.040, 12.08.090, 12.08.160, 2.08.170, 13.04.250, 12.08.180, 12.28.020, 5.15.030 and amending Ordinance No. 675; and Repealing TMC 3.24.010 – City Clerk-Treasurer Garrison presented this Ordinance for Council adoption explaining that it was the other part of the fix for Resolution 2007-05. Council member Brodersen moved to adopt Ordinance No. 776 – amending Tenino Municipal Code 5.24.040, 12.08.090, 12.08.160, 12.08.170, 13.04.250, 12.28.020, 5.15.030 and amending Ordinance No. 675; and repealing TMC 3.24.010. Council member Kelley-Donohue seconded the motion. The motion carried 4-0.

13) **ANNOUNCEMENTS:**

14) **ADJOURNMENT:** Hearing no further business Mayor Jones adjourned the meeting at 9:16 p.m.

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

ATTEST:

Kenneth A. Jones, Mayor