

CITY OF TENINO
Minutes of the Council Work Session
Council Chambers
June 8, 2010

Work Session at 6:30 p.m.

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

CITY OF TENINO
City Council Regular Meeting
Minutes
June 8, 2010

1) **CALL TO ORDER:** Mayor Ken Jones called the meeting of the Tenino City Council to order at 7:30 p.m. June 8, 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; Terry Keithahn, Public Works Inspector/Representative; and Betty Garrison, City Clerk-Treasurer.

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

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

3) **APPROVAL OF MINUTES:** Council member Kelley-Donohue moved to approve the Minutes of the May 25, 2010 Work Session and Regular Meeting. Council member Brodersen seconded the motion, which carried, 5-0.

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

5) **PUBLIC COMMENTS:** None.

6) **PUBLIC HEARING:** None.

7) **PRESENTATIONS:**

Mayor Jones presented a Proclamation for Reunification Week June 13-19, 2010.

8) **REPORTS:**

a) **Staff**

Police – Chief Gallagher reported the new lateral officer Steven Dawes started on Sunday, he comes to the City with approximately 20 years of experience. Patrol coverage is back to normal. The department is working on planning for STP, Public Works will assist with coverage; and Oregon Trail Days planning. The last vehicle in the fleet is being painted so all vehicles will soon look alike.

Public Works – No report.

Development Service – Development Services Director Ron Kemp reported 632 properties connected to the Sewer system. Four properties still have at least one drain that is not connected and nine still do not have the required electrical connections.

Administration/Finance – City Clerk-Treasurer Garrison reported: The Annual Report was completed reviewed and submitted on time. Thanks to Councilmember Brodersen and Kelley-Donohue for their review. The Annual Financial Report for the Street Fund was compiled and submitted to the Department of Transportation last week. The State Auditor is on site and is planning the formal entrance interview next week on Tuesday at 4 p.m. Washington Department of Transportation is auditing the ARRA Sussex Avenue Project in anticipation of the Federal Highway Administration coming in the end of this month. Washington Department of Commerce is scheduling to come in and audit their Grant funds later this month as well. I was out of the office part of last Thursday performing the audit on the Washington Municipal Clerks Association financial and corporate records as I was appointed Chair of that committee. Office staff continues to be busy with day to day operations.

b) **Commissions**

Civil Service Commission- Civil Service Secretary/Chief Examiner reported that the Oral Interviews were done for all 15 eligible applicants. The scores were compiled for all phases of the testing process. The Commission met this morning and certified the entry-level eligibility list with 13 applicants ranked based on test scores and veteran's preference points when applicable.

Planning Commission – Mayor Jones deferred this report to later in the meeting.

Park Commission – Will meet Monday, June 14th.

c) **Committees**

Sewer Committee – Council member Simmons reported the Committee will meet on the 16th to discuss close-out of the project.

d) **Liaisons**

Thurston Regional Planning Council – No report.

Transportation Policy – Council member Brodersen reported the meeting will be in the morning.

CAPCOM - Administrative Board Agenda and minutes were distributed.

Solid Waste Advisory – Council member Simmons reported the meeting will be held Thursday at 11.

Home Consortium – Council member Kelley-Donohue reported the meeting will be held next Monday the 14th.

Medic (EMS) – No report.

Emergency Management – Chief Gallagher reported the next meeting will be June 21st.

e) **Outside Agencies**

Library – Council member Kelley-Donohue reported talking to the Librarian, he has been busy working with the schools and setting up the Summer Reading Program.

Museum – No report.

Fire District #12 – No report.

4) **CONSENT CALENDAR:**

a) May 26 through June 8, 2010 Vouchers - Payroll Check # 6050 through 6083 in the amount of \$63,833.20 and Claims Check # 20287 through 20331 in the amount of \$127,511.99 for a total of \$191,345.19.

b) Treasurer's Report for the period ended May 31, 2010.

Council member Kelley-Donohue moved to approve the Consent Calendar consisting of May 26 through June 8, 2010 Vouchers - Payroll Check # 6050 through 6083 in the amount of \$63,833.20 and Claims Check # 20287 through 20331 in the amount of \$127,511.99 for a total of \$191,345.19, and the Treasurer's Report for the period ended May 31, 2010. Council member Foster seconded the motion, which carried, 5-0.

9) OLD BUSINESS:

a) Greg & Karen Chamberlain requests for City to pay electrical charges and reimburse water billings for three months water usage – Karen Chamberlain addressed Council with her concerns, questions and requests. Public Works Inspector/Representative Keithahn addressed her questions and clarified the process and steps taken to inform and work with Ms. Chamberlain. Public Works Director Dafoe answered questions and responded to concerns. Council discussed the issues and the information presented. It was decided by consensus that these issues would be further researched and clarified by Staff and come back to Council at the next meeting as two separate items for discussion.

Council member Kelley-Donohue requested the Agenda be changed to move item 11c to this point in the Agenda. Mayor Jones asked for any opposition to the change. None was expressed.

a) Resolution No. 2010-23 – Authorizing the Mayor to enter into and sign the Boundary Line Adjustment Agreement with Weyerhaeuser – Planning Commission Chair Donohue presented this to Council for adoption providing a brief overview of the project. Mayor Jones introduced Julie Keogh of Weyerhaeuser and thanked her for all her efforts pulling this together. Ms. Keogh addressed Council identifying this project as one that will benefit both the City and Weyerhaeuser. **Council member Kelley-Donohue moved to adopt Resolution No. 23 – authorizing the Mayor to enter into and sign the Boundary Line Adjustment Agreement with Weyerhaeuser. Council member Anderson seconded the motion. The motion carried 5-0.**

Reports

Planning Commission – Planning Commission Chair Donohue reported: the Commission will meet on Thursday, June 10th.

b) Rescind action taken at the May 25, 2010 Regular Council meeting – City Clerk-Treasurer Garrison presented the process and requirements for this request. **Council member Brodersen moved to rescind the action taken adopting Ordinance No. 775 as amended at the last Council meeting. Council member Kelley-Donohue seconded the motion. The motion carried 3-2.** Council member Brodersen explained his reasons for requesting this action be rescinded and requested that Staff be directed to look at combining proposed Ordinance No. 774 and 775 into a comprehensive Ordinance that will cover all contingencies. He requested discussions in Work Sessions to make sure that everyone clearly understands the changes and the requirements that are being set down. **Council member Kelley-Donohue moved to direct staff to consolidate proposed Ordinance No. 774 and proposed Ordinance No. 775 into a comprehensive Ordinance and bring it back to Council for Work Session. Council member Anderson seconded the motion. The motion carried 5-0.** Council discussed giving Staff direction for action while this process is being deliberated. **Council member Anderson moved to direct staff to continue with current practice as requested by previous motions until the new**

Ordinance can be presented and adopted. Council member Brodersen seconded the motion, which carried 5-0.

Council member Anderson left the meeting at 9:03 p.m.

10) NEW BUSINESS:

a) Request from Tenino Lions Club for an extension of the Lease agreement for use of the Quarry House - **Council member Brodersen moved to extend the agreement for the use of the Quarry House with the Tenino Lions Club. Council member Simmons seconded the motion.** Council discussed potential projects and inviting the Lions Club to a Council meeting. Mayor Jones volunteered to extend the invitation. Clerk-Treasurer Garrison asked if Council wished to have a formal Resolution prepared and it was decided by Consensus that it would not be necessary. **The motion carried 4-0.**

b) Setting of a Public Hearing for the Six Year Transportation Improvement Plan – City Clerk-Treasurer requested Council set a Public Hearing to discuss the Six Year Transportation Improvement Plan as soon as possible allowing for advertising. **Council member Brodersen moved to set a Public Hearing for the Six Year Transportation Improvement Plan at the regular Council meeting on July 13, 2010. Council member Foster seconded the motion. The motion carried 4-0.**

c) Request for closing of Hodgden Street in front of City Hall Offices for the Dedication Event on June 24th - City Clerk-Treasurer presented this request verifying that the Fire Department and the business across the street had been contacted and were okay with the proposed road closure. Council member Kelley-Donohue gave an update on the event. **Council member Kelley-Donohue moved to authorize the closure of Hodgden Street for the Dedication Event on June 24th. Council member Simmons seconded the motion.** Council discussed timing for the Street Closure. **Council member Brodersen moved to amend the motion to insert between the hours of 10 am and 2 pm. Council member Simmons seconded the motion. The motion carried 4-0. The motion as amended carried 4-0.**

d) Request for approval of Change Orders on Sussex Ave Project – Project Manager Donohue presented this request for approval of Change Orders on the Sussex Avenue Project. **Council member Brodersen moved to approve the Change Orders on the Sussex Avenue Project and authorize the Mayor to sign them as submitted. Council member Kelley-Donohue seconded the motion. The motion carried 4-0.**

11) RESOLUTIONS:

a) Resolution No. 2010-22 – Authorizing City of Tenino to extend the term for the \$200,000.00 interfund loan from it's Municipal Capital Improvement Fund to its Street Fund for the purpose of interim financing for the Sussex Avenue Project – City Clerk-Treasurer Garrison presented this Resolution for adoption. **Council member Brodersen moved to adopt Resolution No. 22 – authorizing the City of Tenino to extend the term for the \$200,000.00 interfund loan from it's Municipal Capital Improvement Fund to its Street Fund for the purpose of interim financing for the Sussex Avenue Project. Council member Kelley-Donohue seconded the motion.** Council discussed whether the extension will provide sufficient time. **The motion carried 4-0.**

b) Resolution No. 2010-15 – Authorizing the Mayor to enter into and sign a Lease Agreement with Well Spring Church and Senior Services of South Sound – Council member Kelley-Donohue advised that messages were left for both entities to check any concerns with this agreement

and no concerns were brought forward. **Council member Kelley-Donohue moved to adopt Resolution No. 15 – authorizing the Mayor to enter into and sign a Lease Agreement with Well Spring Church and Senior Services of South Sound. Council member Simmons seconded the motion. The motion carried 4-0.**

e) Resolution No. 2010-24 – Authorizing the Mayor to enter into and sign the Master Work Crew Agreement and Letter of Agreement with Washington Department of Corrections – City Clerk-Treasurer Garrison presented this Resolution for adoption, pointing out the potential liability identified by the City Attorney and AWC. **Council member Brodersen moved to adopt Resolution No. 24 – authorizing the Mayor to enter into and sign the Master Work Crew Agreement and Letter of Agreement with Washington Department of Corrections. Council member Foster seconded the motion. The motion carried 4-0.**

12) **ORDINANCES:** None.

13) **ANNOUNCEMENTS:**

Council member Brodersen asked regarding the request for the DaVita Bike Ride using the Park. Chief Gallagher reported that he is working on the reference check for them and will have it back to Council at the next meeting.

14) **ADJOURNMENT:** Hearing no further business Mayor Jones adjourned the meeting at 9:42 p.m.

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

ATTEST:

Kenneth A. Jones, Mayor