

**CITY OF TENINO**  
**Minutes of the Council Work Session**  
**Council Chambers**  
**August 10, 2010**

**Work Session at 6:30 p.m.**

Mayor Jones brought the work session to order.

Council reviewed the information distributed, Vouchers and Financial Reports

Informal discussion:

Council Policy

Ordinance No. 774

**CITY OF TENINO**  
**City Council Regular Meeting**  
**Minutes**  
**August 10, 2010**

1) **CALL TO ORDER:** Mayor Ken Jones called the meeting of the Tenino City Council to order at 7:30 p.m. August 10, 2010.

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

**STAFF:** Mike Marshall, Project Engineer, Gibbs & Olson; 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 Simmons led the pledge of allegiance.

2) **AGENDA APPROVAL:** Council member Anderson moved to approve the amended Agenda, which moves the Consent Calendar to follow New Business and adds a presentation from Dean Schreiber. Council member Kelly-Donohue seconded the motion. The motion carried, 5-0.

3) **APPROVAL OF MINUTES:** Council member Kelley-Donohue moved to approve the Minutes of the July 27, 2010 Work Session and Regular Meeting, the August 8, 2010 Special Work Session and the August 9, 2010 Special Joint Work Session. Council member Brodersen seconded the motion, which carried, 5-0.

5) **PUBLIC COMMENTS:**

6) **PUBLIC HEARING:**

7) **PRESENTATIONS:**

Dean Schreiber reported to Council regarding the signage for the Park that was discussed and authorized as a Senior Project in January. He presented pictures showing the progress.

8) **REPORTS:**

a) **Staff**

Police – Chief Gallagher reported on the incident Sunday evening, a homicide that occurred in the County just outside of town on the bike trail near Churchill Road. Tenino Officers assisted the County. As a result of this incident citizens are unsettled so Tenino Police will be patrolling the bike trail for a mile or so out of town. Chief Gallagher presented Council with a mid-year written report.

Public Works – No report.

Development Service – Development Services Director Ron Kemp reported completion of the Environment One contract for the purchase of the grinder pumps. USDA will be inspecting on site next week, Wednesday, moving forward toward the ability to complete the Construction phase of the contract. He presented Council with a spreadsheet showing the last of the work still needing to be done. He outlined his current projects as: creation of an application form, code compliance issues, completing the Utility Easement requirements, and working on the Comcast Franchise Agreement.

Administration/Finance – City Clerk-Treasurer Garrison reported: The Food Warehouse Lease has been signed by both Wellspring Church and Senior Services. Draft Policies have been presented to Council for review and input for a Travel Policy, a Technology Policy and the Policy for the Wellness Program. The Exit Interview for the Audit will be August 25, at 8 a.m. Public Hearings need to be set for the Preliminary Budget and Financing Sources, the Final Budget and for the completion of the CIF/CDBG Grant that assisted residents with paying the facility charges and electrical connection costs. A Public Hearing will also be required for the closing of the Interim Financing with CDBG. Council Training is available in Yelm in November.

b) **Commissions**

Civil Service Commission - No report.

Planning Commission – Planning Commission Chair Donohue reported: the Commission will be reviewing the Sign Ordinance and submitting recommendations.

Park Commission – Park Commissioner Evans reported the Park Commission did not hold their regular meeting as there was a Joint Visioning Session with Council and the Planning Commission. The Park Commission is working on a Survey to gather information from the Community regarding Park needs.

Museum – Mari Evans reported for the Museum/Historical Society, they are working on the wheelchair access ramp for Ticknor School and displays. Grant requested and received from Thurston County. They will be getting a computer system and setting up a Website for all their photos.

c) **Committees**

Sewer Committee – Council member Simmons reported on the Special Work Session held Sunday, to work through Ordinance No 774 outlining regulations for water and sewer.

d) **Liaisons**

Thurston Regional Planning Council – No report.

Transportation Policy – No report.

CAPCOM - Administrative Board Agenda and minutes were distributed.

Solid Waste Advisory – No report.

Home Consortium – Council member Kelley-Donohue reported attending the meeting, they are lagging by 13% in revenue collections. They elected new officers that re-elected the

same officers. They are having a contest for the design of small cottages; the deadline is September 15, 2010.

Medic (EMS) – No report.

Emergency Management – No report.

e) **Outside Agencies**

Library – No report.

Fire District #12 – No report.

9) **OLD BUSINESS:**

10) **NEW BUSINESS:**

a) Change Order #03 to Environment One – Mike Marshall, Project Engineer, Gibbs & Olsen, presented this Change Order for approval and the Mayor's signature. This change order is a final reconciliation. He thanked Terry Keithahn, Dave Dafoe and Ron Kemp for all their assistance during the Project. **Council member Anderson moved to approve and authorize the Mayor to sign Change Order #03 to Environment One increasing the amended contract by \$94,016.33 including State Sales Tax and amending the ready for final payment date to August 4, 2010. Council member Kelley-Donohue seconded the motion. The motion carried 5-0.**

b) Project Acceptance of Grinder Pump purchase from Environment One Corporation – Project Engineer Marshall asked that Council accept the completion of the Grinder Pump Purchase contract with Environment One Corporation. **Council member Anderson moved to accept the completion of the Grinder Pump purchase from Environment One Corporation. Council member Kelley Donohue seconded the motion. The motion carried 5-0.**

c) Request from Cub Scouts – Amber Bachmann requested a waiver of the \$500.00 event deposit and for permission to close Stage Street for the Annual Cubmobile race. **Council member Brodersen moved to waive the \$500.00 event deposit and authorize the Cub Scouts to block off Stage Street South between Central and Park from 2 p.m. to 6 p.m. on August 14<sup>th</sup> for their Annual Cubmobile Race. Council member Foster seconded the motion. The motion carried 5-0.**

d) Ratify extension of Weyerhaeuser Agreement – City Clerk-Treasurer Garrison presented this request to extend the time frame to complete the paperwork and filing for the Boundary Line Adjustments. **Council member Kelley-Donohue moved to ratify the Mayor's action in signing an extension to the Weyerhaeuser Agreement granting both the City and Weyerhaeuser until October 15, 2010 to consummate the Boundary Line Adjustment. Council member Simmons seconded the motion. The motion carried 5-0.**

4) **CONSENT CALENDAR:**

a) July 28 through August 10, 2010 Vouchers - Payroll Checks # 6170 through 6215 in the amount of \$79,451.02 and Claims Checks # 20496 through 20545 in the amount of \$607,032.88 for a total of \$686,483.90.

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

**Council member Kelley-Donohue moved to approve the Consent Calendar consisting of July 28 through August 13, 2010 Vouchers - Payroll Checks # 6170 through 6215 in the amount of \$79,451.02 and Claims Checks # 20496 through 20545 in the amount of \$607,032.88 for a total of \$686,483.90, and the Financial Reports for the period ended July 31, 2010. Council member Anderson seconded the motion, which carried, 5-0.**

**Council member Anderson abstained from voting on Claims Check # 20496.**

**11) RESOLUTIONS:**

a) Resolution No. 2010-30 – Authorizing the Mayor to enter into and sign the Host Agency Agreement with Goodwill Industries. – City Clerk-Treasurer Garrison presented this Resolution for adoption and explained the program to the training of mature individual. **Council member Kelley-Donohue moved to adopt Resolution No. 2010-30 – Authorizing the Mayor to enter into and sign the Host Agency Agreement with Goodwill Industries. Council member Foster seconded the motion. The motion carried 5-0.**

**12) ORDINANCES:**

a) Ordinance No. 774 – Amending certain sections of Chapter 13.04 and 13.06 of the Tenino Municipal Code, adding Sections to Chapter 13.06 of the Tenino Municipal Code, and changing Exhibit “A” of Ordinance No. 765; and amending Ordinance No 758, Section I, sub-section A.II and B. Development Services Director Kemp presented this Ordinance for its second reading. Council discussed changing the wording in Section 7 to more clearly state the intent of Council. Council member Kelley-Donohue presented a written suggestion for the verbiage change. **Council member Brodersen moved to accept Ordinance No. 774- amending certain sections of Chapter 13.04 and 13.06 of the Tenino Municipal Code, adding Sections to Chapter 13.06 of the Tenino Municipal Code and changing Exhibit “A” of Ordinance No 765; and amending Ordinance No. 758, Section I, sub-section A.II and B with the changes requested to Section 7. Council member Anderson seconded the motion. The motion carried 5-0.** Council member Anderson reviewed the meetings and thought that went into review of this Ordinance and clarified that it is available to the public for review prior to the third reading and adoption planned at the next meeting.

**13) ANNOUNCEMENTS:**

14) **ADJOURNMENT:** Hearing no further business Mayor Jones adjourned the meeting at 8:32 p.m.

---

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

ATTEST:

---

Kenneth A. Jones, Mayor