

CITY OF TENINO
Minutes of the Council Work Session
Council Chambers
December 28, 2010

Work Session at 6:30 p.m.

Council members present: Frank Anderson, Bret Brodersen, Dawna Kelley-Donohue, Rebecca Foster and Phil Simmons.

Staff present: Dave Dafoe, Public Works Director; Ron Kemp, Development Services Director and Betty Garrison, City Clerk-Treasurer.

Council reviewed the information distributed, Vouchers and Financial Reports.
Informal discussions

Budget 2011 – Chief's counter offer for proposed change in wage scale for Police Clerk/Supervisor, added responsibilities when change was made mid-2010 – evidence, records and reports.

Bucoda Service Agreement – Council member Fowler from the Town of Bucoda addressed the Tenino City Council discussing the following issues from the Service Agreement: Item 1.a Routine patrol to identify five (5) key locations to be checked every 24 hour period, not intended to demand patrol of every inch of roadway in Bucoda. Item 2.i. (iii) The Town of Bucoda does not wish copies of every police report, they want a report from the Department on activity and hours spent in Bucoda. Item 5 The Town of Bucoda is fine with the clause to consider increases in costs with the renewal of the Contract. Item 4 The Town of Bucoda still wishes to have 90% of the fines collected from tickets written in Bucoda. The Town would like an extension of the current contract while negotiations continue. Clerk-Treasurer Garrison stated that the fines collected are comingled with Tenino fines and it is not possible to separate them with the single Court system and explained the majority of the money collected for fines is sent in to the State and what is paid by the defendants is generally paid over time. Individual tracking would be too cumbersome for current staff.

CITY OF TENINO
City Council Regular Meeting
Minutes
December 28, 2010

1) **CALL TO ORDER:** Mayor Ken Jones called the meeting of the Tenino City Council to order at 7:30 p.m. December 28, 2010.

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

STAFF: 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:** Mayor Jones requested the addition of item 9.a Bucoda Service Agreement to the Agenda, moved up in the agenda for Council consideration immediately following the approval of the Agenda. **Council member Anderson moved to approve the Amended**

Agenda. Council member Kelley-Donohue seconded the motion. The motion carried, 5-0.

9) **OLD BUSINESS:**

a) Bucoda Service Agreement – **Council member Brodersen moved to authorize the extension of the current service agreement at the current rate not to extend past January 31, 2011, while current negotiations are continuing specifically pertaining to Item 4. Council member Kelley-Donohue seconded the motion. Mayor Jones reminded Council that the other issues up for negotiation would be agreed as discussed in the Work Session. The motion carried 5-0.**

Mayor Jones introduced the new Chair for the Republican Party, John O'Callahan.

3) **APPROVAL OF MINUTES:** **Council member Kelley-Donohue moved to approve the Minutes of the December 9, 2010 Work Session and Regular Meeting. Council member Anderson seconded the motion. The motion carried 5-0. Council member Kelley-Donohue moved to approve the minutes for the Special Work Session on December 17, 2010. Council member Foster seconded the motion. Council member Brodersen requested that the word “costs” be added after personnel. The motion carried, 5-0.**

4) **CONSENT CALENDAR:**

a) December 10, through December 28, 2010 Vouchers - Payroll Check # 6465 through 6484 in the amount of \$23,591.10 and Claims Check # 20983 through 21009 in the amount of \$ 37,567.74 for a total of \$ 61,158.84 and Liquor License renewal applications for Tenino Smokehouse & Pizza Parlor and Tenino Food Mart.

Council member Anderson asked for item b. Liquor License renewal application for the Tenino Smokehouse & Pizza Parlor be separated from the rest of the Consent Calendar. Council member Brodersen moved to approve the Consent Calendar consisting of December 15, through December 28, 2010 Vouchers - Payroll Check # 6465 through 6484 in the amount of \$23,591.10 and Claims Check # 20983 through 21009 in the amount of \$ 37,567.74 for a total of \$61,158.84, and the Liquor License for Tenino Food Mart. Council member Anderson seconded the motion. The motion carried, 5-0. Council member Anderson moved to approve the Liquor License renewal application with clarification; the business is not operating, but there is no objection to a liquor license for them if they were to be operating. Council member Brodersen seconded the motion. Council requested that Staff notify the Liquor Board that the business is no longer operating at that location. The motion carried 5-0.

5) **PUBLIC COMMENTS:** None.

6) **PUBLIC HEARING:** None.

7) **PRESENTATIONS:** None.

8) **REPORTS:**

a) **Staff**

Police – No report.

Public Works – Public Works Director Dafoe distributed a proposal for a Risk Assessment on the Trees in the Park. Council discussed the need to have this done and to set a public meeting when the report is provided, allowing for public comment and discussion.

Development Service – No report.

Administration/Finance – City Clerk-Treasurer Garrison reminded Council that we have a 13th month requirement so the End of the Year Financial Reports would not be provided until the end of January or possibly the beginning of February. She also reported checking into the report from Mr. Danko that there was an error on utility billings listing 10% as the penalty rate. She verified that correct rate of 5% is printed on the bills.

b) **Commissions**

Civil Service Commission - No report.

Planning Commission – No report.

Park Commission – No report.

c) **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.

d) **Outside Agencies**

Library – Librarian Ryan Williams distributed a flyer for the Adult Winter Reading 2011 Program and invited everyone to read books and participate in the program.

Museum – No report.

Fire District #12 – No report.

10) **NEW BUSINESS:**

a) Park Commissioner Appointment – Mayor Jones advised his intent to re-appoint of Mari Evans to Position 3 on the Park Commission for a term that would expire January 1, 2014. **Council member Brodersen moved to confirm the Mayor's appointment of Mari Evans to Position 3 on the Park Commission for a three year term. Council member Kelley-Donohue seconded the motion. The motion carried 5-0.**

b) Authorization for the Mayor to sign the Police and Court Services Agreement with the Town of Bucoda. Mayor Jones asked for consensus of the Council to postpone this item with the previous action authorizing an extension on the current contract this action is no longer necessary. Council expressed full agreement by consensus.

11) **RESOLUTIONS:** None.

12) **ORDINANCES:**

a) Ordinance No. 785– Adopting a budget for the City of Tenino for the year 2011 and appropriating funds for the estimated expenditures. City Clerk-Treasurer Garrison reminded Council that the City is adopting this budget at the fund level and only changes that were made at the fund level where changed on the Budget Ordinance. Line item changes were made in the Budget Document which shows the detail for the Budget Ordinance. **Council member Anderson moved to accept this as the third reading of Ordinance No. 785 – Adopting a Budget for the City of Tenino**

for the year 2011 and appropriating funds for the estimated expenditures. Council member Simmons seconded the motion. Mayor Jones clarified that the issues requested for changes were identified and made and the Contingency Plan was distributed as requested. Council member Brodersen requested that the Contingency Plan be brought to Council at the next meeting as an action item so Council can approve it and it can be formally adopted. Council member Anderson thanked Council for their work on this Budget and stated that it was a great document and will provide a good basis to work from in 2011. Council member Kelley-Donohue reminded Council that the decision was made to follow-up with work on fees and clarification of intent in January. She identified the dog fees as a project to work on as well. Mayor Jones advised that there were 52 licenses sold for the year 2011 to date, thanks to Rousby. Mayor Jones advised that the requested Resolution recognizing Staff would be presented in January. **The motion carried 5-0.**

b) Ordinance No. 790 – Amending the Budget for the year 2010 to reflect changes in the beginning balances and unanticipated additional revenue and expenditures. **Council member Brodersen moved to accept this as the second reading and adopt Ordinance No.790 – amending the Budget for the year 2010 to reflect changes in the beginning balances and unanticipated additional revenue and expenditures. Council member Kelley-Donohue seconded the motion. The motion carried 5-0.**

13) **ANNOUNCEMENTS:**

Council member Brodersen is the proud father of a new baby girl, born December 22, 2010, her name is Alyssa Ruth.

14) **ADJOURNMENT:** Hearing no further business Mayor Jones adjourned the meeting at 8:18 p.m.

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

ATTEST:

Kenneth A. Jones, Mayor