

**CITY OF PACIFIC
CITY COUNCIL**

**WORKSHOP MEETING
September 17, 2012**

**Council Chambers
City Hall, 6:30PM**

MEETING MINUTES

1. CALL TO ORDER

Leanne Guier called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

2. ROLL CALL

Tren Walker
Leanne Guier
James McMahan - Absent
Josh Putnam
John Jones
Gary Hulse
Clint Steiger

Councilmember Walker will be late and Councilmember McMahan is on vacation.

Staff present: Angelica Solvang, Betty Garrison, Sheryl Finwall, John Calkins and Lt. Massey.

3. CHANGES/ADDITIONS TO WORKSHOP AGENDA

1. Councilmember Jones added the topic: Legal action on the Writ of Mandate and the Mayor's Sept. 9th blog comments.
2. Councilmember Jones pulled item E.
3. Councilmember Guier added the topic: Information from WFOA Conference.

John Calkins thanked the Council for their patience during his absence. He thanked Lt. Massey and Sgt. Pickett for doing a great job. They had a staff meeting today and discussed plans to fill the vacancies. They are now ready to do background checks for the Evidence Custodian and a Lateral Officer.

4. AGENDA ITEMS

A. Stormwater Grant -

Councilmember Guier states that Dave Hill, Mayor of Algona, approached her at a meeting and informed her that the City of Pacific is part of a stormwater grant along with a few other Cities which the City of Milton would oversee. Dave Hill was to present the information to Council but he is not present tonight. Councilmember Guier hopes to get information together for the next Council meeting.

Move it forward to the next Council Meeting.

B. Springbrook Building Permit & Business Tax Contracts -

Betty Garrison spoke on behalf of Gerina Dahl who will bring the contracts at the next meeting.

Move it forward to the next Council Meeting.

C. Ordinance No. 12-18XX, Amend PMC 5.02.045 & 5.02.080 -

Betty Garrison presented the Ordinance to Council. Councilmember Putnam states the Ordinance does not define what a business constitutes. He also would like clarification listed in the Ordinance on what constitutes a person engaging in two or more businesses.

Move it forward to the next Council Meeting.

D. Electronic Payments -

Betty Garrison states the City of Pacific requires Council authorization prior to bills being paid. The Finance Department is required to pay some items electronically such as payroll taxes to the IRS and Excise taxes to the State Department of Revenue. She has not found where these changes of policy have been authorized by Council. She requests Council to officially authorize a full listing of current electronic payments that she will provide for review. Betty states that the Police Department has set up electronic payment to the Department of Licensing for concealed pistol licenses. This was set up in cooperation with Maria Pierce, the previous short term Finance Director, who approved the electronic transfer paperwork. Betty has been unable to find where this action was authorized by Council. John Calkins clarifies that the Police Department collects the money at the window for the concealed pistol license permits and then that money is sent over to the Finance Department. The Finance Department receipts it into the proper fund; it is deposited in an account but then it is transferred out of the account. Betty Garrison is asking Council to authorize these specific transfers – not a blanket transfer. Councilmember Guier states all electronic transfers are to come out of the Finance Department and only the Finance Director is to make those electronic transfers however the electronic transfer is being done from the Police Department. Betty states she will need to review the paperwork and the details on how to process the electronic transfer. John Calkins states the paperwork explains the process which saves time and money. Councilmember Jones would like language in the Resolution to state that there needs to be a check and balance between the two departments.

Move it forward to the next Council Meeting.

E. Valentine Project ROW –

Pulled.

F. ADA Compliance -

Councilmember Guier stated last Monday the Mayor presented his statement that he is having issues with the meetings because of his hearing impairment. She believes that since the Mayor had submitted his statement in writing it puts the burden on Council to accommodate him. Councilmember Guier has printed out forms from the Americans with Disabilities Act and reads sections of it to the Council. Councilmember Guier is concerned that when the Mayor was requesting from Council to have Councilmember McMahan assist him in running the meetings that they were showing resistance and Council voted against the Mayor's request. She further states that according to the ADA, the Council can modify their policy to accommodate the Mayor's hearing hardship. Councilmember Putnam states that he had voted in favor of Councilmember McMahan assisting the Mayor, however if Council is strictly

accommodating him for his hearing disability then that is different than the assistance Councilmember McMahan was providing so at the risk of additional expense Council can look for a translator so things are translated for the Mayor while he retains control of the meeting and that would accommodate the ADA and not let the Mayor delegate the meeting. Councilmember Hulse states he is a service veteran and states the VA will provide the Mayor hearing aids free of charge. He further states that if the Mayor has someone else run the meeting that it is not consistent with his inability to hear; his inability to hear should not be a hindrance for the Mayor running the meeting. Councilmember Walker states the recommendation where Council changes the policy and the policy is to have someone run the meeting and that is not accommodating the disability. Councilmember Jones states the ADA is related to the Mayor's hearing loss and not his ability to run the meeting and if the Mayor has a hearing issue then he could get a head set and he can control the volume and use what opportunities the VA provides. Councilmember Jones states the Council never denied the Mayor assistance; Council voted per Council procedures whether Councilmember McMahan would run the meeting and not provide assistance and believes the Mayor is confused. Councilmember Guier states Council needs to come up with a way to work with the Mayor whether it's having Councilmember McMahan assisting him with the meeting; Council needs to continue to have business move forward. The Mayor only hears bits and pieces of the meeting and does not hear everything to understand a decision. Councilmember Guier does not want to let Councilmember McMahan run the meeting but wants to work with the Mayor and have the Mayor present at meetings. Councilmember Jones states that having Councilmember McMahan run the meeting or assisting the Mayor does not assist the Mayor to hear the better. Councilmember Jones states the Mayor's disability in hearing is unrelated to whether the Mayor can or cannot conduct a meeting – it impacts his ability but does not mean he cannot conduct the meeting. Councilmember Walker states the Mayor has a responsibility to run the meeting and Council was allowing Councilmember McMahan to assist the Mayor however it got out of control when Council did not allow the Mayor to turn over the meeting to Councilmember McMahan. Councilmember Guier would like to meet with the Mayor prior to Monday's meeting to ask him what he is ask from Council since he requested ADA accommodations. Councilmember Putnam stated that Council is not the Mayor's employer and the Mayor doesn't need Council permission to have assistance in relation to equipment or a translator. Councilmember Walker will try to meet with the Mayor and get some questions answered with clarification.

Move it forward to the next Council Meeting.

G. Whistleblower Policy Status -

Councilmember Jones has not had the opportunity to research this and asks for this item to be an agenda item at the next Council Workshop.

Moved forward to the next Council Workshop.

H. Writ of Mandate –

Councilmember Jones states that the Mayor's attorney has requested a continuance sine the Mayor will be out of town through the September 18th. The Writ states the Mayor has to start the process of posting and hiring positions required by the Writ. Councilmember Jones is concerned that Angelica or other staff has not received any directive from the Mayor to start that process and the Mayor is out of town which puts the City behind in the

process. Lt. Massey states he started the hiring process however the Mayor interjected and put a hiring freeze on the Police Department. When Officer Schliessman was hired by the City of Sumner the partial freeze was lifted for a replacement officer only. The Police Department has not replaced Officer Bielke who left the Police Department in June. Councilmember Guier stated that issue will be brought up at the continuous court meeting.

I. Mayor's Blog –

Councilmember Jones reads the Mayor's blog where the site address was listed on the utility bills. Councilmember Jones states there needs to be a Resolution written that restricts what gets placed on a utility bill. This is twice the Mayor has used the utility bill for personal issues and it has to be restricted for City business only. Councilmember Jones states there are several implying statements made by the Mayor regarding fraud and conspiracy of staff. Councilmember Putnam has sent the State Auditor the complete blog. Councilmember Jones would like to openly challenge what the Mayor accuses the Council of and using the utility bills to trash the Council.

Moved forward to the next Council Workshop.

J. Betty Garrison Bars WFOA –

Betty Garrison states the State Auditor prescribes the manner in which the jurisdictions must report to them annually however they do not prescribe and dictate our chart of accounts for internal reporting. It is more efficient for the City of Pacific to adhere to the Washington State Auditor's Bars Manual for all of the City's accounting and reporting needs and requirements. The WFOA conference Betty attended announced there will be significant changes in the chart of accounts effective January 1, 2013. Betty recommends Council adopt the Resolution prescribing the Washington State Auditor's BARS manual and chart of accounts as the chart of accounts and accounting manual for the City of Pacific and authorize staff to make the necessary changes for the 2013 budget.

Moved forward to the next Council Meeting.

5. **ADJOURN** - The meeting was adjourned at 7:53 p.m.


Angelica Solvang, Interim City Clerk