

ORIGINAL

**CITY OF PACIFIC
CITY COUNCIL**

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**WORKSHOP MEETING
March 19, 2012**

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

MEETING MINUTES

1. CALL TO ORDER

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

2. ROLL CALL

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

Councilmember Guier called in sick.

Staff present: Jane Montgomery, Lt. Massey, Maria Pierce and Paula Wiech.

3. CHANGES/ADDITIONS TO WORKSHOP AGENDA

1. Clint Steiger - Interlocal Agreement with Pierce County.
2. John Jones - Move the Executive session to the beginning of the agenda.

4. AGENDA ITEMS

A. City Engineer- Candidate for Confirmation- 6:41pm

The Mayor addressed the Council and introduced Brian Coleman. He is one of eight people the Mayor has spoken to about working for the City in the Public Works Department. The Council asked Mr. Coleman questions about his work experience and qualifications. The Council asked the Mayor if he had followed the process set in the PMC code in regard to hiring exempt employees. That process is to advertise the position; select candidates for interviews; chose a candidate, and present that candidate to the Council for confirmation. It is customary that a job description is in place, and a salary range; at the time the job is posted. It was determined that the Mayor had not followed that process. The Mayor stated that he and Mr. Coleman had discussed the salary; however Mr. Coleman did not make a commitment to a specific salary range. Councilmember McMahan was uncomfortable that a specific job description and salary was not presented to Mr. Coleman. The City Attorney, Ken Luce, stated that the code requires that the position be advertised and posted. The Mayor was told that if he wanted to present a candidate for confirmation; that he would have to do so according to the code. The Personnel Manager will advertise for the position of City Engineer and the Mayor will follow the process laid out in the Pacific Municipal Code. The Mayor may then bring a candidate to the Council for confirmation.

B. Valentine Avenue – Dick Egolf, Washington State Department of Transportation, Highways and Local Programs – 7:17 p.m.

Mr. Egolf works for the Department of Transportation and he has an oversight position which functions as a liaison between the Federal government, and local cities. Mr. Egolf came to discuss the Valentine Avenue project. It is imperative that the City meet certain benchmarks that are laid out in the Grant from CERB. Mr. Egolf stated that the project is moving forward and the City is moving forward with Appraisals and Right of Way acquisitions. The City has asked the CERB board for a 12 to 15 month extension. They have not received federal funds at this point. Mr. Egolf also discussed the Stewart Road project. He stated that there are some issues with the retaining pond. Skillings and Connolly will be presenting a bid for the pond, helping with acquisition of property and coordinating the utility pole work which has to be completed. He has spoken to Pierce County, the City of Sumner, and the City of Auburn. They all agree that the bridge has to be replaced. Tom Skillings has agreed to support the City of Pacific. Mr. Egolf and Tom Skillings feel that the project is on track and believe it will all come together. The City needs to discuss the future phase of the powerline portion of the Stewart trail. Councilmember Steiger has talked to John Walsh and he is attempting to get the old notes that may be pertinent to the project. Paula Wiech, City Planner, has documents that she will pass along to Skillings and Connolly. She stated that she was part of a meeting with the City of Sumner and she can contact them if the Council wishes.

Council excused to Executive Session at 7:31 p.m.

Ten more minutes- 8:01

Ten more minutes- 8:11

Five more minutes -8:21

Five more minutes- 8:26

8:30 p.m. Council back in session.

C. Civil Service Commission –Candidate for Confirmation – 8:32 p.m.

The Mayor asked the Council to confirm Howard Erickson for this position. Gail Bennett, the Civil Service Secretary had informed the Mayor that there was a vacancy. Councilmember McMahan has reviewed the Pacific Municipal Code in regards to the Civil Service Commission and its duties and asked if this was a position that required a person to interpret laws or make opinions. Mr. Erickson stated that he believes that the position would require him to ensure that rules were followed and that judgments may be required to be made; based on the laws. Councilmember McMahan asked if the Mayor advertised for the position and the Mayor said he did not advertise but had gone out into the community to find a candidate. Councilmember McMahan expressed a concern about the qualifications for this position. Mr. Luce, the City Attorney advised the Council to look at Their rules of procedure in part 12 #B. The rules lay out the process for appointment to a committee.

Action Taken: Move it forward to the next Council Meeting.

D. Resolution No. 12-11XX- Authorizing Execution of Supplement No. 7 With Skillings Connolly for Additional Engineering Costs - 8:43 p.m.

Tom Skillings submitted Supplement No. 7 to the City. This supplement is a request for additional compensation associated with the redesign of the storm water pond. Ross Widener has done the environmental document which needed to be amended to include additional work. To expedite the project, Skillings Connolly added Ross Wideners portion in this supplement. The third item has to do with settlement plates. That surveying was going to be done by the City but now Skillings and Connolly will be doing that. Councilmember Walker asked for confirmation from the Mayor that the Mayor will sign the Resolution. Councilmember McMahan asked how much money is the City obligated

to pay. The funding is from TIB money and a percent match from the City. The Transportation Improvement Board sends reimbursements to the City, however the City does provide the money upfront. The Finance Director will let Council know where the funds will come from.

Action Taken: Move it forward to the next Council Meeting.

E. Resolution No. 11XX- Authorizing Agreement with Skillings & Connolly- On Call Engineering Services – 8:58 p.m.

The Mayor has asked Tom Skillings to assist with various Engineering Projects. He is recommending a "Task Order" agreement with Skillings Connolly which allows the City to respond to small project needs in a timelier fashion. Each task would have a scope and budget. Councilmember Jones asked if this Resolution involves Stewart Road. Tom Skillings stated it does not. Councilmember Steiger asked once a City Engineer is confirmed would on call services be necessary. Mayor Sun replied that Skillings Connolly would inform the new Engineer of current projects and the need for on call services would be eliminated.

Action Taken: Move it forward to the next Council Meeting.

F. Council Rules Of Procedure- 9:04 p.m.

There are no changes. Based on discussion of last week. Councilmember McMahan referred to Part 4, section B in the amended version of the Rules of Procedure and questioned if Council was vesting the Council President with more authority than the Council. Once Council as a whole has made a decision to move it forward, then the agenda item can't be removed. They discussed deadlines for items to be given to the City Clerk for an agenda item.

Action Taken: Move it forward to the next Council Workshop.

G. Job Descriptions- City Engineer and Public Works Director

Action Taken: Move forward to the next Council Workshop.

H. Tree Work Estimate- The Mayor asked to pull this from the agenda.

I. Constitution Of The United States- Article I, Section 6, Clause 1

Mayor Sun added this item to the agenda to clarify his right to freedom of speech. The Mayor said the Council had previously told him that the City could be sued for the Mayor's comments. Councilmember McMahan commented that this clause has nothing to do with the City Council but refers to Senators or Congressmen. City Attorney, Ken Luce stated the Council may take an item off the agenda, however this clause does not apply to this meeting. The City Attorney did advise that the Mayor should limit his statements regarding potential or actual litigation.

Action taken: Take off the agenda per the Council

J. Valentine Avenue- Orientation – Mayor pulled this off the agenda

K. Interlocal Agreement between Pierce County and The City of Pacific.

Councilmember Steiger questioned the fee on the Interlocal Agreement for City Services dated February 22, 2012. The rate of pay was \$35.00 and has now been changed to \$42.

Action Taken: This was pulled off the agenda.

5. **ADJOURN** - The meeting was adjourned at 9:18 p.m.



Jane Montgomery, City Clerk