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CITY OF PACIFIC
CITY COUNCIL

WORKSHOP MEETING
May 7, 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
John Jones
James McMahan
Josh Putnam
Leanne Guier
Gary Hulsey
Clint Steiger

Staff present: Angelica Solvang, Betty Garrison and Sgt. Pickett.

3. **CHANGES/ADDITIONS TO WORKSHOP AGENDA**

1. Mayor Sun requested to remove agenda item H - Civil Service Appointment. He has received two more applicants and would like to have them interviewed.
2. Councilmember Steiger added the topic - Change To Council Minutes Agenda Under Reports.

4. **AGENDA ITEMS**

A. Resolution No. 12-11XX – Accepting A WA State Traffic Safety Commission Mini-Grant For The Purchase Of Bicycle Helmets For The Bike Rodeo -

Sgt. Pickett states that Washington State Traffic Safety Commission has offered a mini-grant to the City of Pacific in the amount of \$725.00. Stephanie was able to obtain this grant which will be used for bicycle helmets to pass out to kids who live in Pacific at the bicycle rodeo.

Move it forward to the next Council Meeting.

B. Resolution No. 12-11XX – Accepting A Donation For Police Sponsored Community Events -

Sgt. Pickett informed the Council that Metals Express, a local business, has offered a donation in the amount of \$2,000.00 to be used specifically for community events sponsored by the Pacific Police Department.

Move it forward to the next Council Meeting.

C. Resolution No. 12-1172 – Accepting The Funds From A Cash Donation From Soroptomists International Of Auburn -

Betty Garrison stated that in February, 2012 Council adopted a Resolution to accept a \$500.00 donation. A check came in for \$750.00 therefore this amends the Resolution to

accept \$750.00.

Move it forward to the next Council Meeting.

D. Resolution No. 12-11XX – Accepting The Funds From A Cash Donation From Teamsters Local Union No. 117 -

Betty Garrison informed the Council that the Local 117 Teamsters has submitted a check for \$750.00 for Youth Programs.

E. CCR Registration (US Federal Contractor Registration) –

Betty Garrison states that this registration is required in order to receive federal funding. Currently, only Police services are recorded and the agent listed is Pam Nelson. A \$499.00 fee is needed to update the registration to include Streets, Water, Storm, Parks, etc.

Councilmember Hulsey inquired whether this is required for receipt of any federal grants. Betty replied that is was. Councilmember Walker asked if this is an annual cost or a one time fee. Betty states it is not an expense to renew it every year. We need to register anything the City does so when it comes up, we are ready for it. Councilmember Guier asked if we have grants already. Betty states that we do have grants already and that is why we need to use this. A Resolution is not required.

F. Longevity For The Purpose Of OT Calculations – Police & PW/Clerical -

Betty Garrison stated that we just recently recognized the need to include longevity and educational incentive pay in the way the overtime rate is calculated. This was recognized with the discussions regarding the Union negotiations for the Uniformed Officers. This should also include the Public Works/Clerical Union. Betty recommends Council approve the retro pay to bring things current and accurate. It is a FLSA requirement and she has the chapter for Council to read. Councilmember Walker would like the figures brought to the Finance Committee when completed. Betty is waiting to hear back from the Union to calculate it for the proper period of time.

Move it forward to the next Council Meeting.

G. Professional Services Agreement -

Betty states that the City of Pacific is required to implement a public information program per the Phase II Municipal Stormwater Permit. The City's drinking and stormwater manager would like to contract Riley Flarity as a service provider to assist with the implementation of the permit. The service provider agreement has been reviewed by the City Attorney. This grant is tied in with the \$50,000 grant from the Department of Ecology.

Councilmember Jones is not clear to what exactly this permit requires from the City. Betty states she has a copy of the grant which will outline it. Councilmember Jones asks the Mayor if Jim Schunke could provide the Council with information related to the permit on the education portion at the next Council Workshop. The Mayor confirms he will speak to Jim Schunke. Councilmember Walker asks how much of the \$50,000 is spent. Betty states \$20,000 is earmarked for this particular piece and that none of the money has been

spent yet. Councilmember Guier states that we currently have an employee that is a part time Stormwater Technician and the job is part of the union contract. Betty is not aware of that position so we will need to speak with Jim Schunke. Councilmember Hulsey states that there are two items that the City Attorney has brought to his attention. One is the automobile liability and the second is the commercial general liability. There are no limits currently listed in the contract and Council will need to know the limits. Councilmember McMahan states that there was legislation passed just recently dealing with the natural resource policy reform and changes to the timeline in Phase II Stormwater permits along with changes in the applicability in certain provisions; he asks Betty if the staff working on this is aware of the new legislation and encourages them to read Bill 6406. He would be more comfortable if our experts have read through that and if they are still willing to move forward on this as is. Councilmember Guier asked if there was a time limit on this. Betty states we have a year on the grant but would like to get started sooner.

Moved forward to the next Council Workshop Meeting.

H. Change To Council Minutes Agenda Under Reports -

Councilmember Steiger would like to add under Reports on Council meeting agendas, councilmember reports and comments for times when a councilmember has activities to report and have it as a standard report item. Councilmember Guier added that there are boards and committees speaking to the Council and she would like to have a line item for them so they can report once a month. Councilmember McMahan has reviewed the Council Rules & Procedure and under part 6, sub A, it lists the order of business. It is already there, the Council just has never done it. The Park Board, Planning Commission and Civil Service Commission could be added. If there is no report from a group, then the clerk can state there was no report.

Councilmember Hulsey stated that the small home improvement grant application for next year with Tukwila is due May 15, 2012. If Council would like the City to participate, it would require the Mayor's signature. The Mayor stated that he is currently working on it and will have information available next week and will be able to administer the program. Councilmember Hulsey stated that one of the requirements is that the City have a 1/2 time person. Councilmember Walker asked if we can use the grant for a part time person. Councilmember Hulsey states we cannot. Councilmember Guier states that the original plan was to have a volunteer. Councilmember Hulsey states he is available.

Move it forward to the next Council Meeting.

5. **ADJOURN** - The meeting was adjourned at 6:58 p.m.



Jane Montgomery, City Clerk