

**CITY OF PACIFIC
CITY COUNCIL**

**Workshop Study Session
May 6, 2013**

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

1. CALL TO ORDER AND FLAG SALUTE

The meeting was called to order at 6:30 p.m. by Council President Leanne Guier.

Mayor: Cy Sun, present

2. ROLL CALL OF COUNCIL MEMBERS

Gary Hulsey
John Jones
Leanne Guier
James McMahan
Josh Putnam
Tren Walker
Clint Steiger

Council President Guier announced that the Special Meeting scheduled to take place after this Workshop Meeting was cancelled due to improper notification of meeting.

3. CHANGES/ADDITIONS TO THE AGENDA

Agenda Items Added:

3.L. Discussion: Adding Public Hearing to the Agenda for the May 13, 2013 Council Meeting regarding Licensing Fees for Non-Profits

4. EXECUTIVE SESSION – NONE

5. AGENDA ITEMS

A. Discussion - City Clerk Confirmation – Mayor Sun

Mayor Sun discussed Sandy Paul's confirmation for City Clerk. He read a letter he wrote to Council about justification of Ms. Paul's employment, and read from applications of two other candidates stating their lack of qualifications. He requested the Council consider moving forward.

Direction: The Council declined to move this matter forward.

B. Discussion - Whistle Blower Investigation Contract – Mayor Sun

Finance Director Betty Garrison discussed whistleblower complaints. She received two separate complaints. One at the end of March and one the first of April 2013, at which time she was Acting City Clerk, and was responsible for processing them.. She contacted the State Auditor for direction and was notified that they only handle whistleblower complaints from state employees and the City should follow its policy on performing investigations. She contacted the King County Prosecutor's Office who provided a list of investigators that they use to the City Attorney last year. They offered to review our policy and provide direction. She sent policies. Betty recommends Ogden Murphy Wallace, LLP. She chose them because other cities use them; Mayor Sun stepped in about the cost at \$250 an hour for Ogden, stating he received a last minute proposal.

James McMahan stated to Finance Director Garrison that the business indemnity portion of the contract is lacking, and requested input from Mr. Luce. Ms. Garrison read section but it seemed that the copied package was lacking the "back pages".

Direction: Item moved forward.

C. Discussion - Internal Investigator Contract – Bridges – Mayor Sun

Community Services Director Finwall discussed internal investigation involving four employees in three departments. Amy Stephson and Benny Bridges were presented for consideration. The Mayor is considering Bridges over Stephson.

Council Member McMahan still concerned about overlap. Ms. Finwall confirmed that there is no overlap.

Council Member Putnam is concerned that the letter from Amy Stephson lists the three employees under consideration for the investigation and wanted to make sure that the information was removed from the public copy since it has become public record.

Council Member Walker discussed the possibility of having Ms. Stephson perform all investigations verses splitting up into two different investigators. Stephson (attorney) versus Bridges (private investigator). There is concern around not understanding what we are hiring an investigator for. Insurance that provides for the cost to defend claims ended last year. Council Member Putnam said that we are not able to use the city insurance.

It was suggested by Council Member Jones that the Staff submit a complete package for Ogden and Stephson, respectively, to be considered at the next Council Meeting.

Direction: Move forward to Monday's Council Meeting.

D. Discussion - King County Library Partnership Agreement – Sheryl Finwall

Direction: King County Library Partnership Agreement moved forward.

E. Discussion - Community Services Intern – Sheryl Finwall

Sheryl Finwall presented a request from Crystal D., who is asking to intern with the City's Community Services Department. There is no cost to the City. Council Member McMahan is concerned about bringing on a student intern when the City is dealing with complaints of harassment and intimidation, and while the City is in turmoil. Mayor Sun went on about the investigation and not bringing on employees/interns until the investigation is completed. Council Member Putnam, Council Member Steiger and Council Member Jones, feel it would be safe enough for the intern..

Direction: Item moved forward

F. Discussion - Marijuana Ordinance – Kent Barnett

Director Barnett discussed the Marijuana Ordinance. We need to consider all aspects of the legality of the Ordinance. Council Member McMahan concerned about the State Board consideration about licensing in the city.

Direction: Move forward to the next Workshop Study Session on May 20, 2013.

G. Discussion - Finance Window Hours – Betty Garrison

Finance Director Betty Garrison brought forward a request for a resolution outlining the hours the finance window is currently open. There is no current resolution.

Council President Guier stated that she came into City Hall today at 4:45 p.m., and there was no one present, no windows were open and was wondering why when it is posted that City Hall hours are 8 am - 5 p.m. Council President Guier also wants to verify that the resolution is for the finance window only.

Council Member Walker concerned about the impact to citizens if the windows are closed as early as 4:30 p.m.

Direction: Move forward to the next Workshop Study Session.

H. Discussion - Media Contact – Press Release Policy – John Putnam

Council Member Putnam wanted to remind Staff that they comply with Resolution 2013-034 adopted on April 8, 2013, and Policy 200-009 requiring Staff to provide all types of media releases or notifications to the City Council and to post all press releases in a public area of City Hall. Mayor Sun stated he's guilty, that he was unaware that there was a policy.

I. Discussion - If Recall Happens Committee – Leanne Guier

Council President Guier wants to reenact the Committee, and the members who served on that Committee last time, that looks at the possible impact of what, who and how needs to happen, regarding the outcome of the recall election in order to prepare for the possibility.

Direction: A meeting is scheduled for tomorrow night May 07, 2013 at 6:30 pm to discuss further.

J. Discussion - Change of Form of Government Committee – John Jones

Council Member Jones informed Council of the next meeting on Wednesday, May 15, 2013 6:30 pm

Direction: Even though it is not a requirement, he will post notice of the meeting.

K. Discussion - Third Party Administrator – Sheryl Finwall and Josh Putnam

Sheryl Finwall claims a Third Party Administrator is needed by the City of Pacific claims management was part of our package with CIAW that was non-renewed last year, and is not included in our current insurance. Using Crawford and Company is suggested until the City can get back into a claims pool. It was suggested by Council President Guier that a Committee be established before review and recommendation to the full Council. Council Member Putnam discussed concerns about having a professional service.

Direction: Council Member Putnam, Council President Guier, Sheryl Finwall, and Betty Garrison, will have a discussion about making it part of the Finance Committee Meeting scheduled for next Tuesday, May 14, 2013.

L. Discussion: Adding Public Hearing to the Agenda for the May 13, 2013 Council Meeting regarding Licensing Fees for Non-Profits

Council Member Hulseley discussed licensing fees for non profits. We need two readings. The first reading was postponed per the Finance Director Betty Garrison, so we need to have the first reading of Ordinance No. 2013-1845- Amending Pacific Municipal Code to Delete PMC 5.023.045 Exemptions and Add PMC 5.02.040 C.; requiring the licensing of all religious, charitable or benevolent societies or organizations.

Direction: Move item forward to next Council meeting on Monday May 13, 2013 at 6:30 pm.

6. ADJOURN:

There being no further business, the Workshop adjourned at 8:12 pm.


for Betty Garrison, CPFA, Acting City Clerk