



City Council Minutes

Regular Meeting
Monday, September 23, 2013
6:30 p.m.

Regular Meeting
6:30 p.m.

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor Guier called the regularly-scheduled meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

ROLL CALL

Present: Council Members Garberding, Hulsey, Jones, Steiger

Absent: Mayor Pro Tem McMahan (arrived at 6:38 p.m.) and Council Members Putnam and Walker

COUNCIL MEMBER HULSEY MOVED to excuse Council Members Putnam and Walker. Seconded by Council Member Jones. The motion was voted on and carried 4-0.

STAFF PRESENT

City Attorney Kenyon Luce; Public Safety Director John Calkins, Senior Services Assistant Darcie Thach, Contract Interim Finance Director Richard Gould, City Clerk Amy Stevenson-Ness

ADDITIONS TO/APPROVAL OF AGENDA

Mayor Guier moved the board appointments after audience comment as the applicants have marching band practice.

COUNCIL MEMBER HULSEY MOVED to move Item 8A to just after Audience Comment. Seconded by Council Member Jones. Voice vote was taken and carried 4-0.

COUNCIL MEMBER HULSEY MOVED to approve the amended agenda. Seconded by Council Member Jones. Voice vote was taken and carried 4-0.

AUDIENCE COMMENT

Jeanne Fancher requested increased police presence after several neighborhood break-ins.

She requested public attendance and participation at the White River Valley Lion's Club meeting on September 25, 2013, at 7:00 p.m. The club membership is down to three members and the Lions need 10 members to survive,

(Mayor Pro Tem McMahan arrived here at 6:38 p.m.)

OLD BUSINESS

A. Appointment of Joanna Baker, Youth Park Board Member for a one year term ending August 31, 2014; and Lacey Knudtson, Youth Planning Commission Member, for a one year term ending August 31, 2014.

Ms. Baker and Ms. Knudtson introduced themselves to the Council and stated they are seniors at Auburn Riverside High School.

COUNCIL MEMBER HULSEY MOVED to approve the appointment of Joanna Baker as the Youth Park Board Member, for a one year term ending August 31, 2014; and Lacey Knudtson, Youth Planning Commission Member, for a one year term ending August 31, 2014. Seconded by Council Member Jones.

Council Member Jones inquired regarding their motivation to get involved in the committees. Ms. Baker stated it was a great opportunity to learn and try something. Ms. Knudtson stated this was a great opportunity to prepare for adulthood.

Voice vote was taken and the motion carried 5-0.

PRESENTATION

Maria Wood, Board of Health Administrator, King County Health Department, provided a presentation to Council regarding the campaign to enroll eligible residents in Medicaid and the Health Benefit Exchange. She stated the King County Department of Health would be assisting residents at the Senior Center and the Algona/Pacific library.

REPORTS

MAYOR

Mayor Guier thanked the police department for a "fantastic" open house, even in the rain. It was well attended and emergency kits were given away. The plan for next year is to have it coincide with National Night Out.

She advised that Pacific Partnerships' 5013C status is lost and some services will be ending until the issue is resolved. They are working on getting their status back. The mayor is suggesting that a board be formed and the city can get back to oversight of the board. She stated the situation is unfortunate but will give us an opportunity to do this correctly. Programs affected are commodities, Stone Soup, and World Vision.

This month there will be a fifth Monday and the Mayor will be holding an Ask the Mayor Forum on September 30, 2013, at 6:30 p.m. in the Council Chambers. (set up chairs differently, informal)

FINANCE

Contract Interim Finance Director Richard Gould reported that claim vouchers and payroll will now be approved prior to meetings by the Finance Committee. The committee meeting has been moved to after the workshop meeting to approve the vouchers prior to the regular meetings. He also explained two amended checks that were added to the agenda for approval.

Director Gould provided Council with a first draft of the August financial reports and advised the cash position of the city has increased markedly due to lack of spending.

After speaking to the state auditor regarding approval of quarterly reports, he will begin presenting them to Council for approval on October 28th.

The state auditors are due in November and he is working to get reports completed.

He suggested to Council a date of Saturday, October 12 from 8:00 a.m. to 12:00 p.m. to have a budget retreat to talk about goals and objectives. It is important to receive Council's input on the budget Saturday, October 12 from 8-12

After discussion, the budget workshop will be held on Wednesday, October 9 from 6:00-10:00 p.m.

PUBLIC SAFETY

Chief Calkins reported that the open house was well attended. They went through 600 hot dogs and 300 raffle tickets. Kids had a great time and there was 100% turnout from the department. Next year it will be earlier in the year to coincide with National Night Out.

A prisoner escaped during the court transport process. It was the fourth time in six to eight. A debrief was held on September 18 where solutions to the situation and errors were discussed. Most participants in the search process attended. A Public Safety Committee meeting will be held on September 25 at 6:00 p.m.

Council Member Garberding inquired if the prisoner had been recaptured and was advised he had not been recaptured but has been in contact with the department saying he wanted to turn himself in.

Mayor Pro Tem McMahan inquired if video conferencing could be utilized so there would not be a need to transport prisoners.

COMMUNITY/SENIOR/YOUTH SERVICES

Senior Center Assistant Director Darcie Thach reported that interviews for the Activities Coordinator/Van Driver have been set up for September 27. Since the loss of Pacific Partners' 501C3 status, there is enough food for 6-7 more Stone Soup meals. There will likely not be a free table at the tree lighting. The senior center will be used for a

fundraiser after the tree lighting. There will be a raffle at holiday bazaar to raise funds. The senior center will be set up at the holiday bazaar. Seniors are “viciously crocheting” scarves and are looking for donations of plain white or colored coffee cups.

COUNCIL - None

OLD BUSINESS continued

B. Resolution 2013-069: Authorizing the surplus of three 2005 Crown Victorias, Numbers 50, 52, and 53, from the City of Pacific Police Department.

Chief Calkins stated there is already a buyer to pay \$7,000 for the three vehicles.

COUNCIL MEMBER HULSEY MOVED to approve Resolution 2013-069, surplusizing three 2005 Crown Victorias, Numbers 50, 52, and 53. Seconded by Mayor Pro Tem McMahan.

Council Member Jones encouraged the Police Department to follow rules of surplusizing.

Roll Call vote was taken resulting as follows:

Ayes: Garberding, Hulse, Jones, McMahan, and Steiger

Excused: Putnam; Walker

The motion carried 5-0.

C. Resolution 2013-070 – Approving an updated job description for the Finance Director

Interim Finance Director Gould stated the descriptions were reviewed by the Finance Committee and the one presented is a solid job description with room for some growth.

COUNCIL MEMBER HULSEY MOVED to approve Resolution No. 2013-070, updating the job description for the Finance Director position in the City Code. Seconded by Council Member Jones.

Roll Call vote was taken resulting as follows:

Ayes: Garberding, Hulse, Jones, McMahan, and Steiger,

Excused: Putnam and Walker

The motion carried 5-0.

D. Resolution 2013-071: Authorizing the purchase of BIAS Software, in the amount of \$51,952.50, to replace existing financial software.

Interim Finance Director Gould presented the revised bid for the purchase of BIAS Software that has removed the Permit module.

City Attorney Luce suggested the resolution language be changed in the second “whereas” to read “Springbrook software is no longer acceptable for use by the city...” and to strike “...can’t be relied upon to produce accurate reports for the city...”

COUNCIL MEMBER HULSEY MOVED to approve Resolution No. 2013-071 authorizing the purchase of BIAS Software, in the amount of \$51,952.50, to replace the existing financial software. Seconded by Council Member Garberding.

Council Member Hulsey stated we need reliable software.

Council Member Garberding stated that Springbrook just isn’t working and it’s time to move forward and get this up and running.

Council Member Steiger asked for documentation in writing from Springbrook saying we will be free from any obligation with them as he requested at the meeting on September 16.

Director Gould provided an email from Springbrook advising that the contract could be terminated with 30 days notice.

Council Member Jones inquired as to whether the software would be paid for in a payment plan or up front. Mayor Guier said if the funds are available to pay the purchase off.

COUNCIL MEMBER HULSEY MOVED to amend his motion to not proceed until the City of Pacific is clear of the contract with Springbrook. Seconded by Council Member Jones.

City Attorney Luce recommended that based on the email presented, no financial obligations would remain.

COUNCIL MEMBER HULSEY MOVED to amend Section 2 of the resolution to read “...and upon receipt of confirmation that no further funds are to payable to Springbrook by the City after December 31, 2013.” Seconded by Council Member Jones.

Voice vote to approve the amended motion was taken and carried 5-0.

Voice vote was taken on the motion for the amended amendment and carried 5-0.

Roll Call vote was taken on the amended motion to authorize the purchase of BIAS Software resulting as follows:

Ayes: Garberding, Hulsey, Jones, McMahan, and Steiger,

The motion carried 5-0.

NEW BUSINESS

NONE

CONSENT AGENDA

- A. Claim Voucher & Payroll Approval
- B. Approval of the minutes of September 3, 2013, workshop and September 9, 2013, regular meeting

Mayor Pro Tem McMahan asked that his arrival time on the meeting of the 3rd and the correct spelling of McMahan be made.

COUNCIL MEMBER HULSEY MOVED to approve the Consent Agenda. Seconded by Council Member Jones. The motion carried 5-0.

EXECUTIVE SESSION - NONE

ADJOURN

Mayor Guier adjourned the meeting at 7:56 p.m.

Amy Stevenson-Ness, City Clerk