

## November 7, 2011

The REGULAR Meeting of the Woodland City Council was held on the above date at the Woodland City Hall, Council Chambers, 100 Davidson Avenue, Woodland WA. The meeting was called to order by Mayor Blum at 7:00 p.m.

**Present:** Councilmember John Burke  
Councilmember Marilee McCall  
Councilmember Susan Humbyrd  
Councilmember Benjamin Fredricks  
Councilmember Al Swindell  
Councilmember Darwin Rounds

**Absent:** None

**Also Present:** Clerk-Treasurer Mari Ripp  
Sergeant Brad Gillaspie  
City Attorney Bill Eling  
Fire Chief Mike Jackson  
Community Development Planner Carolyn Johnson  
Interim Public Works Director Ken Alexander

### **CITIZEN INPUT FOR ITEMS NOT ON THE AGENDA**

**Noel Johnson**, PO Box 1955, Commended the Woodland Tourist Information Center in Woodland about their customer service. Complained about the Vancouver Tourist Center and commented that they are not easy to reach by phone or email.

**Nick Massie**, PO Box 1527, stated that he is not here to make personal attacks. He has 3 issues tonight. 1) Spoke on the hiring of the Interim Public Works Director 2) Sidewalk Project looks great. Asks why the City of Woodland is providing traffic control devices (cones & barricades) and isn't the contractor providing them? 3) Spoke on the grindings of the freeway that are used for road base. Said that there is no local source for rock. He uses asphalt grindings for his personal driveway. He approached the City about storing the grindings on a piece of property in the City but has faced roadblocks relating to this proposal. He spoke on the wetlands criteria and also zoning and interpretation of use in the C-2 and I-1 zoning.

Mayor Blum responded. He stated that the dumping of the material was and is not allowed inside the city limits and he needs to remove it immediately as was indicated with the staff notices. On the other matter of the interim public works director, the council was aware that Ken Alexander was a principal with Gray & Osborne and there is not a conflict of interest. As far as the traffic control devices, he will have to discuss with the public works department and respond.

**Darlene Johnson**, PO Box 1808, came to discuss the Tourist Information Center budget request. She understands that the time to speak will be at the November 28<sup>th</sup> Public Hearing on the

Budget. She stated that the Cowlitz County Tourism Department is making changes to the staff and organization. Also, Woodland needs to develop an attitude of being more business friendly. She is still waiting to go through the 3<sup>rd</sup> roundabout for a heavy haul truck and she needs to schedule it with Ken Alexander, Public Works Director.

**Noel Johnson**, also commented on the Ad Hoc Committee to get a new high school which he serves on with Nick Massie and Benjamin Fredricks. They are working together even though they may have differing views and such.

## **PUBLIC HEARING**

### **2012 Property Tax Levy (101%)**

The Clerk Treasurer gave a presentation on the proposed 2012 Tax Levy.

The hearing was opened at 7:30 p.m. No comments were received.

The hearing was closed at 7:31 p.m.

Mayor Blum asked the council if they had any comments. None were received.

## **AGENDA APPROVAL**

Councilmember Swindell moved to approve the agenda as presented. Councilmember Burke seconded the motion. Minutes of October 26<sup>th</sup> were deferred to the November 21<sup>st</sup> meeting. Discussion followed.

Yes: Burke, McCall, Humbyrd, Fredricks, Swindell, Rounds No: None Abstain: None. (6-0)

M/S/C

## **REPORTS OF CITY OFFICERS**

- Mayor
- 2012 Preliminary Budget – revisions made with the Revised Preliminary Budget document dated 11/7/2011 and the Mayor presented his list of priorities and enhancements.  
Councilmember Fredricks spoke on the budget message and the requirements per RCW 35A.33.055. Discussion followed. . The next meeting will be held on November 14<sup>th</sup> to discuss the budget.
- Clerk/Treasurer
- 3Q2011 Report (for all departments)-continued to the 11/14/2011 Finance Committee meeting and will be distributed on or before November 21<sup>st</sup> meeting.
  - Auditor is still on-site
  - Building Official/Inspector (Action item D)
  - Public Works Director recruitment ad has been placed
  - 2012 Budget Calendar (November – December 2011):
    - o Special Meeting/Budget workshop November 14<sup>th</sup> 7:00 p.m. 2012 Budget
    - o Special Meeting/Public Hearing November 28<sup>th</sup> 7:00 p.m. 2012 Final Budget (First Reading)
    - o Regular Meeting December 5, 2011 7:00 p.m. 2012 Budget (Final Reading and adoption)
- Police
- Chief Stephenson is still out on medical leave

- Fire - Continue to have 2 open intern spots. Hoping to fill soon. ; upcoming graduates; working on 2012 training calendar and hope to include joint training with neighboring departments; more information will be coming with the stat's in the quarterly report. Discussed response times and the AMR responses.
- Public Works - Summarized the project WSDOT at Walmart project; SR503 safety improvements and the 2 ADA ramps and tight turn on SR503; Schurman Way and Schurman Way Roundabout project has had substantial completion; waiting to meet with Woodland Truck Lines; Sidewalk project barricades and information; Sidewalk project is finished but some work is needed on Pekin (pending); Webb Wilbanks is recommended to be confirmed as Building Official; Mr. Hoesly, 766 CC Street property is being worked on and he is about ready to apply for a permit. He is committed to doing some property clean-up but it is part of the estate of his wife and needs approval of their attorney to do work.
- Building Planning - Les Schwab was issued certificate of occupancy  
- Next meeting November 17<sup>th</sup> 7:00 p.m.  
- Ad Hoc Committee for Downtown Design Standards is near complete and recommendations have been made and they will be compiled and presented to the council in the near future
- Attorney - Preparing the ordinance on medical marijuana for the next meeting; Met with the Rotary rep's for the new parkland and draft MOU;

**REPORTS OF STANDING COMMITTEES**

- |                                |                      |  |
|--------------------------------|----------------------|--|
| Human Resources/<br>Government | - Susan Humbyrd      | - Met Nov 3 <sup>rd</sup> discussed items-PW Director vacancy and ad; Building Official; had a preview of the new website re-design which is in progress |
| Finance                        | - Benjamin Fredricks | - Met Oct 24 <sup>th</sup> and reviewed the Preliminary Budget; Next meeting Nov 14 <sup>th</sup> - 6:00 p.m.  |
| Public Safety                  | - Marilee McCall     | - Next meeting Nov 21 <sup>st</sup> 5:30pm   |
| Public Utilities               | - Al Swindell        | - Next meeting Nov 8 <sup>th</sup> 5:30 p.m.   |
| • Facilities                   | - Marilee McCall     | - Public Safety Sales Tax (PSST) ballot measure on Nov. 8 <sup>th</sup> General Election   |
| • Horseshoe Lake Mgmt          | - Darwin Rounds      | - Next meeting Nov 10 <sup>th</sup> 7pm  |
| Parks/Recreation               | - Darwin Rounds      | - Next meeting Nov 16 <sup>th</sup> 5pm  |

**AD HOC COMMITTEES**

- |  |                |   |
|--|----------------|---|
| Comprehensive Plan Review                | Marilee McCall | - No report<br>- Community function this weekend Nov 12-13 at Lelooska Museum from 11-4pm |
| Cowlitz Wahkiakum Council of Governments | Al Swindell    | - Attended the last meeting   |

- |                                      |                |  |
|--------------------------------------|----------------|--|
| AWC/Legislative                      | Al Swindell    | - Training opportunity Dec 2 <sup>nd</sup> in Renton   |
| Chamber of Commerce                  |                | - Mayor's Exchange Dec 7 <sup>th</sup> in Olympia  |
|                                      |                | - No meeting Nov 8 <sup>th</sup> as many will be attending the Celebration of Life for Lois Golik  |
| Downtown Revitalization              | John Burke     | - Next Thursday, November 17 <sup>th</sup> holding an event for Non-Profit recognition at the Grange Hall 5pm to 7pm; Next meeting is Nov 8 <sup>th</sup> of the DWR   |
| Woodland Quality Community Coalition | Marilee McCall | - Met Oct 26 <sup>th</sup> had a discussion of the process at the last meeting with the facilitator; group asked to dial it in tighter; liked continuing on with the format of the previous meetings (School, Port and City) and get back to the core function of the group and to see where we can help each other; discussed economic development and codes; having a high school or youth council involved in the group; look at an exit interview about what worked and did not from the project at Exit 22; Business Survey results distributed; Port is working on 2012 budget; DWR is reviewing projects on their lists; After Hours upcoming; talked about future Town Hall meetings |

Recessed at 8:27 p.m. to 8:39 p.m.

**CITIZEN INPUT FOR ITEMS ON THE AGENDA**

None

**CONSENT AGENDA**

A. Approve Claims Voucher warrants 42337 through 42414 for the month of October 2011 in the amount of \$479,672.94 and Payroll warrants 29488471 through 29504 for the month of October 2011 in the amount of \$267,289.99 for a grand total of \$746,962.93.

B. Approval of minutes of October 17 and 24, 2011.

Burke moved to approve the Consent Agenda. Councilmember Rounds seconded the motion.

Yes: Burke, McCall, Humbyrd, Fredricks, Swindell, Rounds No: None Abstain: None. (6-0)

M/S/C

## **ACTION AGENDA**

### **Action C) Authorize Mayor to sign contract with Prothman Company for Public Works Director - TABLED**

Councilmember Fredricks moved to Table approval of contract with Prothman Company for Public Works Director Executive search in the amount of \$13,500 and authorize budget amendment. Councilmember Swindell seconded the motion. Discussion followed.

Yes: Burke, Humbyrd, Fredricks, Swindell, Rounds No: McCall Abstain: None. (5-1)

M/S/C

Discussion ensued relating to the process and selection of a new Public Works Director.

### **Action D) Confirm appointment of Webb Wilbanks as Building Official**

Councilmember Swindell moved to confirm appointment of Webb Wilbanks as Building Official/Inspector (part time employee) at the rate of \$26.59/hour and further authorize participation in medical insurance pursuant to policy Ordinance No. 1184, Section 7 (n) at 50% match for employee only. Councilmember Humbyrd seconded the motion. Discussion followed.

Yes: Burke, McCall, Humbyrd, Fredricks, Swindell, Rounds No: None Abstain: None. (6-0)

M/S/C

### **Action E) Adopt Ordinance No. 1221 – to amend WMC 3.05 Change Fund (FIRST & FINAL READING)**

Councilmember Swindell moved to adopt Ordinance No. 1221- to amend WMC 3.05 Change fund to increase the three (3) Clerk-Treasurer Dept. change funds (FIRST & FINAL READING). Councilmember McCall seconded the motion.

Yes: Burke, McCall, Humbyrd, Fredricks, Swindell, Rounds No: None Abstain: None. (6-0)

M/S/C

### **Action F) Adopt Ordinance No. 1224 – creating new fund and appropriations for Davidson Alley Waterline (FIRST & FINAL READING)**

Councilmember Humbyrd moved to adopt Ordinance No. 1224 – creating new fund and appropriations for Davidson Alley Waterline Project (FIRST & FINAL READING).

Councilmember McCall seconded the motion. Discussion followed.

Yes: Burke, McCall, Humbyrd, Fredricks, Swindell, Rounds No: None Abstain: None. (6-0)

M/S/C

### **Action G) Adopt Ordinance No. 1223 – adopting 2012 Property Tax levy for 2012 (101%) (FIRST READING)**

Councilmember McCall moved to adopt Ordinance No. 1223 – adopting the 2012 Property Tax levy for 2012 (101%) (FIRST READING). Councilmember Swindell seconded the motion. Discussion followed.

Yes: Burke, McCall, Humbyrd, Swindell No: Fredricks, Rounds Abstain: None. (4-2)

M/S/C

**Action H) Adopt Resolution No. 605 – setting the percentage increase for the 2012 Property Tax Levy**

Councilmember McCall moved to adopt Resolution No. 605 – setting the percentage increase for the 2012 Property Tax levy (as required by Dept. of Revenue). Councilmember Burke seconded the motion. Discussion followed.

Yes: Burke, McCall, Humbyrd, Swindell No: Fredricks, Rounds Abstain: None. (4-2)

M/S/C

The meeting was adjourned at 9:08 p.m.

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Charles E. Blum, Mayor

Minutes approved: November 21, 2011

Attest: \_\_\_\_\_

Mari E. Ripp, Clerk-Treasurer

These minutes are not a verbatim record of the proceedings.  
A recording is available in the office of the Clerk-Treasurer