May 18, 2015
DRAFT

The Woodland City Council met in EXECUTIVE SESSION on the above date at the Woodland Police Station, Council Chambers Conference Room, 200 East Scott Avenue, Woodland WA at 6:04 p.m.

Mayor Laseke announced the Executive Session with an expected duration of 60 minutes.

Roll Call.
Present: Councilmember Jennifer Heffernan, Councilmember Al Swindell, Councilmember Marilee McCall, Councilmember Marshall Allen, Councilmember Susan Humbyrd, Councilmember Benjamin Fredricks, Councilmember Mike Benjamin.

Also Present: Bill Eling, City Attorney; Jennifer Montgomery, Allied Employers; Paul Correa, representing City of Woodland for Cities Insurance Association of Washington; Mari Ripp, Clerk-Treasurer; Phil Crochet, Police Chief.

Mayor Laseke announced the Executive Session with an expected duration of 60 minutes.

EXECUTIVE SESSION:
1. Litigation - per RCW 42.30.110 (1.i)

At 7:01 p.m. the Mayor announced he Executive Session would continue another 10 minutes.

At 7:12 p.m. the Mayor announced the Executive Session will continue for 10 more minutes.

The Executive Session ended at 7:22 p.m.

The REGULAR Meeting of the Woodland City Council was held on the above date at the Woodland Police Station, Council Chambers, 200 East Scott Avenue, Woodland WA. The meeting was called to order by Mayor Grover Laseke at 7:30 p.m. The Pledge of Allegiance was recited.

Roll Call.

Present: Councilmember Jennifer Heffernan
Councilmember Al Swindell
Councilmember Marilee McCall
Councilmember Marshall Allen
Councilmember Susan Humbyrd
Councilmember Benjamin Fredricks
Councilmember Mike Benjamin

Absent: None

Also Present: Clerk-Treasurer Mari Ripp
City Attorney Bill Eling
Police Chief Phillip Crochet
Public Works Director Bart Stepp
CITIZEN COMMUNICATIONS FOR ITEMS NOT ON THE AGENDA

Noel Johnson, PO Box 1955, reported on the Fishing Derby last weekend at Horseshoe Lake Park; also today is the Anniversary of the eruption of Mt. St. Helens.

Paula Bosel, President of the Friends of the Library, PO Box 1267, reported on May 27th there is a fundraiser at Burgerville 4-8 pm.

Noel Johnson, reported that PacifiCorp attended the last Chamber meeting and won the pot of money $217 which they donated to the Library.

CITIZEN COMMUNICATIONS FOR ITEMS ON THE AGENDA

None

PRESENTATION / PROCLAMATION

   Mayor Laseke read the proclamation.

PUBLIC HEARING

1. None

AGENDA APPROVAL

Councilmember Humbyrd moved to approve the agenda. Councilmember Allen seconded the motion.

Vote: Motion carried by unanimous roll call vote (summary: Yes = 7).

Yes: Councilmember Jennifer Heffernan, Councilmember Marilee McCall, Councilmember Marshall Allen, Councilmember Mike Benjamin, Councilmember Al Swindell, Councilmember Benjamin Fredricks, Councilmember Susan Humbyrd.

REPORTS OF CITY COUNCIL

Council

- Mayor reported on the status of the Strategic Plan Implementation meeting.
- Councilmember McCall requested a meeting to get an update of the process for Comprehensive Plan workshop. Mayor will check with Ms. Smeller and determine if it will be longer than 30 minutes and if not, then set for 6/1/2015.
- Council training & travel – AWC Conference June 23-26 (Consent Items C & D); AWC -Parade of Flags, June 24th during the opening lunch. Discussion followed.
  Councilmember McCall asked to withdraw her request to attend the AWC Annual Conference and reserve her
- Councilmember McCall reported on setting up a future workshop meeting to discuss future options for the Regional Fire Authority. They will contact the Mayor.
- Mayor and Councilmember McCall attended senior public officials Emergency Management training.

REPORTS OF CITY OFFICERS

Mayor
- Council Committee assignments
  a. Finance & General Government (Fredricks, Swindell and Benjamin)
  b. Public Safety & Human Resources (McCall, Humbyrd and Heffernan)
  c. Public Works (Swindell, Allen and Benjamin)
- City Administrator. Attorney Eling will research the timeline and process to change to a City Manager form of Government. He will report at the next regular meeting.
- AWC Conference voting delegate
- Planning Commission applicants. One qualified application was received which was Gene Silvey. It will be on the 6/1/2015 agenda for appointment.
- Scott Avenue Reconnection meeting with WSDOT

Police
- Woodland Police Dept. Staffing Analysis

Clerk-Treasurer
- Special Meeting/Workshop, Tuesday, May 26th 7:00 p.m. (note day due to holiday)-CANCELLED (later in meeting)

Action K) Special meeting/workshop CANCELLED Tuesday, May 26th
Councilmember Humbyrd moved to cancel the Special Meeting/Workshop on May 26th. Councilmember Heffernan seconded the motion. Discussion followed. Vote: Motion passed (summary: Yes = 6, No = 1, Abstain = 0).

CONSENT ITEMS
A. Clerk-Treasurer - Approval of Claims Voucher warrant number 47934
through 48008 for the first half of the month of May, 2015 in the amount of $513,232.45.

B. Clerk-Treasurer - Approval of minutes of April 27 and May 4, 2015

D. Council - REMOVED/WITHDRAWN by Councilmember McCall (Authorize Councilmember McCall to attend the AWC Annual Conference in Wenatchee June 23-26, 2015.)

E. Clerk-Treasurer - Special Event: Church picnic on August 23, 2015 by Grace Community Church at Horseshoe Lake Park

F. Clerk-Treasurer - Special Event: Antique Fire & Safety Show on August 15, 2015 by CCFR Association at Horseshoe Lake Park

G. Public Works - Approval of an invoice for Cowlitz PUD for the SR 503/Scott Road project

Councilmember Fredricks moved to approve the Consent Agenda items A, B, E, F. and G. Councilmember McCall seconded the motion.  
**Vote:** Motion carried by unanimous roll call vote (summary: Yes = 7).

**Yes:** Councilmember Mike Benjamin, Councilmember Marshall Allen, Councilmember Benjamin Fredricks, Councilmember Jennifer Heffernan, Councilmember Marilee McCall, Councilmember Al Swindell, Councilmember Susan Humbyrd.

**Action C) Authorize Councilmember Swindell to attend the AWC Annual Conference in Wenatchee June 23-26, 2015**

Councilmember Fredricks moved to authorize Councilmember Swindell to attend the AWC Annual Conference in Wenatchee June 23-26, 2015. Councilmember Humbyrd seconded the motion.

**Vote:** Motion carried by unanimous roll call vote (summary: Yes = 7).

**Yes:** Councilmember Susan Humbyrd, Councilmember Marshall Allen, Councilmember Al Swindell, Councilmember Marilee McCall, Councilmember Jennifer Heffernan, Councilmember Benjamin Fredricks, Councilmember Mike Benjamin.

**ACTION ITEMS**

H. Mayor - **Ordinance No. 1330 – Council Rules & Procedures, Council Committees and Travel/Training (Final Reading)**
Councilmember McCall moved to approve Ordinance No. 1330 – Council Rules & Procedures, Council Committees and Travel/Training (Final Reading). Councilmember Humbyrd seconded the motion. Discussion followed.

Amendment:
Councilmember Fredricks moved to amend Ordinance No. 1330 Section 5.2 to remove Reports of City Officers at Workshop meetings and Section 13.2 to change Finance / General Government meetings to the second Monday and Public Safety / Human Resources meetings to the third Monday. Councilmember Humbyrd seconded the motion.

**Vote:** Motion carried by unanimous roll call vote (summary: Yes = 7).
**Yes:** Councilmember Susan Humbyrd, Councilmember Marshall Allen, Councilmember Al Swindell, Councilmember Marilee McCall, Councilmember Jennifer Heffernan, Councilmember Benjamin Fredricks, Councilmember Mike Benjamin.

Main Motion:
To approve Ordinance No. 1330 – Council Rules & Procedures, Council Committees and Travel/Training (Final Reading) to amend section 5.2 to remove Reports of City Officers at Workshop meetings and Section 13.2 to change Finance / General Government to second Monday and Public Safety / Human Resources to third Monday.

**Vote:** Motion carried by unanimous roll call vote (summary: Yes = 7).
**Yes:** Councilmember Jennifer Heffernan, Councilmember Benjamin Fredricks, Councilmember Mike Benjamin, Councilmember Marilee McCall, Councilmember Marshall Allen, Councilmember Susan Humbyrd, Councilmember Al Swindell.

I. Public Works - **Ordinance No. 1306 – Public Works Engineering Standards (Final Reading)**
Councilmember Swindell moved to approve Ordinance No. 1306 – Public Works Engineering Standards (Final Reading). Councilmember Humbyrd seconded the motion. Discussion followed.

**Vote:** Motion passed (summary: Yes = 5, No = 2, Abstain = 0).
**Yes:** Councilmember Marilee McCall, Councilmember Susan Humbyrd, Councilmember Mike Benjamin, Councilmember Al Swindell, Councilmember Benjamin Fredricks.
**No:** Councilmember Jennifer Heffernan, Councilmember Marshall Allen.

J. Police - **Authorize Police Chief to proceed with hiring of 2nd Police Officer vacant position**
Councilmember Swindell moved to approve authorize Police Chief to proceed
with hiring of 2nd Police Officer vacant position. Councilmember Heffernan
seconded the motion. Discussion followed.  

**Vote:** Motion carried by unanimous roll call vote (*summary:* Yes = 7).

**Yes:** Councilmember Mike Benjamin, Councilmember Marshall Allen,
Councilmember Jennifer Heffernan, Councilmember Benjamin Fredricks,
Councilmember Susan Humbyrd, Councilmember Marilee McCall,
Councilmember Al Swindell.

The Council recessed at 8:50 p.m. to 8:55 p.m.

**WORKSHOP**

1. **Discuss Council Agenda "Parking Lot" procedure**

Council reviewed the pending and parking lot items presented and identified which to keep as Parking Lot, Pending and delete. Mayor will update the list and policy and bring it back to the council on June 1.

**ADJOURN**

Councilmember Allen moved to adjourn the meeting. Councilmember Fredricks seconded the motion. Vote: All yes. The meeting was adjourned at 9:20 p.m.

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Grover B. Laseke, Mayor

Minutes approved: __________________________

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*