

Mayor David Futcher led the flag salute. The Regular Meeting of the Kelso City Council was called to order by Mayor David Futcher. Councilmembers in attendance were: Futcher, McDaniel, Webb, Schimmel, Roberson, Myers, and Lefebvre.

Minutes: Upon motion by Councilmember Roberson, seconded by Councilmember McDaniel, 'Approve the Minutes of the 8/16/11 Special Council Workshop and the 8/16/11 Regular Meeting,' Motion carried, all voting yes.

OATH OF OFFICE:

Finance Director/City Clerk Brian Butterfield swore in **Kim Lefebvre** to Council Position #3 (West District). Mayor Futcher welcomed Ms. Lefebvre to the Council.

PROCLAMATION:

Mayor Futcher read a proclamation declaring September 11, 2011, as "**National Moment of Remembrance Day**" in the City of Kelso.

CONSENT AGENDA:

1. **Dept of Ecology – Shoreline Master Program Update**
2. **Contract Award – Airport Environmental Assessment Consultant**
3. **Contract Award – Airport Stop Way Consultant**
4. **Liquor License Renewals** a) Freeway Shell Food Mart, 115 Kelso Drive; b) Kelso Flying K. Gas and Food Mart, 103 W. Main Street; c) Kelso Theater Pub, 214 S. Pacific; d) Splits, 200 Kelso Drive
5. **Liquor License Application – Rogue River Brewing Company, Highlander Festival Beer Garden**

Mayor Futcher removed item No. 5 from the Consent Agenda, so it can be considered separately.

Upon motion by Councilmember McDaniel, seconded by Councilmember Myers, 'Approve the remaining items on the Consent Agenda'. Motion carried, all voting yes.

CITIZEN BUSINESS:

Trudi L. Flick, 406 Burcham Street, inquired about the time line for the destruction of the condemned house at 404 Burcham Street. It is attracting vandals and arsonists. She is afraid someone is going to get hurt. Community Development Manager Nancy Malone said the owner has been contacted. The owner sent a contractor to the house and he has boarded it up to keep people out. Nancy said the contractor needs to apply for a demolition permit from Southwest Air Pollution Authority which is about a 10 day

process for an approval. Once the contractor obtains a permit from Southwest Air Pollution Authority, he will need a City of Kelso business license and demolition permit. The City license and permit can be done in one day.

Continuation of Consent Agenda (Item No. 5 that was previously removed):

Liquor License Application – Rogue River Brewing Company, Highlander Festival Beer Garden Upon motion by Councilmember McDaniel, seconded by Councilmember Roberson. ‘Approve the Application for the Liquor License of Rogue River Brewing Company, Highlander Festival Beer Garden.’ Councilmember Schimmel asked about the location of the beer garden at the Highlander Festival.

Larry Alexander spoke from the audience. He said the location of the beer garden is behind the backstop of where the athletic games event is being held. This location was selected so the games could be observed from the beer garden. Discussion followed.

Councilmembers Fatcher, McDaniel, Lefebvre, Roberson, and Myers voted yes. Councilmembers Schimmel and Webb voted no. Motion passed 5 to 2.

COUNCIL BUSINESS:

With Council’s consensus, Mayor Fatcher will have the Lodging Tax and Advisory Committee recommend the Hotelier and Stakeholder nominees to be appointed to the Cowlitz County Tourism Board “Big Idea” Committee.

With Council’s consensus, Mayor Fatcher appointed James Webb to be the City of Kelso Councilmember Representative on the Cowlitz County Tourism “Big Idea” Committee.

MOTION ITEMS:

Ordinance No. 11-3748 – Budget Revision #3: The Deputy City Clerk read the proposed ordinance by title only. Upon motion by Councilmember Myers, seconded by Councilmember Roberson, ‘Adopt Ordinance No. 11-3748, ‘ AN ORDINANCE OF THE CITY OF KELSO AMENDING THE 2011 BUDGET TO REFLECT REVENUES AND APPROPRIATE FUNDS TO COVER EXPENDITURES OVER AND ABOVE THOSE ANTICIPATED AT THE TIME SAID BUDGET WAS ADOPTED.’ Motion carried, all voting yes.

Ordinance No. 11-3749 – NoaNet Franchise Agreement: The Deputy City Clerk read the proposed ordinance by title only. Upon motion by Councilmember McDaniel, seconded by Councilmember Roberson, ‘Adopt Ordinance No. 11-3749, ‘ AN ORDINANCE OF THE CITY OF KELSO, WASHINGTON, GRANTING THE NORTHWEST OPEN ACCESS NETWORK (“NOANET”), A WASHINGTON NON-PROFIT MUTUAL CORPORATION, ITS SUCCESSORS AND ASSIGNS, THE RIGHT, PRIVILEGE, AUTHORITY AND FRANCHISE TO SET, ERECT, LAY,

CONSTRUCT, SUPPORT, ATTACH, CONNECT, MAINTAIN, REPAIR, REPLACE, OPERATE AND USE COMMUNICATION SYSTEM OR FACILITIES IN, UPON, OVER, UNDER, ALONG, ACROSS, AND THROUGH THE FRANCHISE AREA TO PROVIDE FOR THE TRANSMISSION, DISTRIBUTION AND SALE OF COMMUNICATION SERVICES(S) AND TELECOMMUNICATION SERVICE(S) AND ANY OTHER PURPOSE FOR WHICH NOANET'S COMMUNICATION SYSTEM OR FACILITIES MAY BE USED, PROVIDED THAT SUCH RIGHTS, PRIVILEGES, AUTHORITIES AND FRANCHISES ARE IN ACCORDANCE WITH CITY REQUIREMENTS.' Councilmember Myers thanked City Attorney Janean Parker for the research she did on the agreement. Motion carried, all voting yes.

Ordinance (2nd Reading) – KEDM Update-Chapter 3: The Deputy City Clerk read the proposed ordinance by title only. Upon motion by Councilmember Myers, seconded by Councilmember Schimmel, 'Adopt on 2nd Reading, 'AN ORDINANCE OF THE CITY OF KELSO AMENDING ORDINANCE NO. 11-3741, UPDATING CHAPTER 3 OF THE KELSO ENGINEERING DESIGN MANUAL.' Mayor Fatcher said this Ordinance would change the provisions related to street widths. It would put parking restrictions on streets not wide enough for fire trucks to get through. Councilmember Roberson asked how we will let people know if their street is affected. Public Works Director David Sypher said there are a lot of streets that will be affected. Since we do not have the staff to take a proactive approach, this may be handled on a case by case basis. He suggested that we may want to table this for now and come back with ideas on how to implement a plan. Lengthy discussion followed. Upon motion by Councilmember Myers, seconded by Councilmember Roberson, postpone the discussion indefinitely.

Anthony Currena, 803 S. 6th Ave, spoke from the audience. He asked how a width of a street is determined and how wide a street will need to be that will allow parking on both sides. David Sypher explained that the width of a street is measured from face of curb to face of curb. If there is no curb, the width is measured from where the paved surface ends. The street would have to be 30ft wide for parking on both sides.

Motion carried, all voting yes.

MANAGER'S REPORT:

Dennis Richards: 1) The "State of the City" is September 22, 2011, at 12:00 p.m. It is at the Cowlitz County Expo Center. Contact Shelly Timm if you would like to attend. 2) Councilmember Schimmel represented the City of Kelso at the "Grand Reopening of the Senior Center". I give my hats off to Len Johnson. He has put in an incredible amount of volunteer time working on improvements at the Center. 3) Nancy Malone and Stephanie Helem are our Nuisance Abatement Staff. They have really stepped up on getting letters out to citizens with lawn regulation issues. They have made a big difference on how our neighborhoods look in the city. 4) The Highlander Festival is this weekend. This will be my third year in attending. It is great to see a community event so successful every year. This year, the weather should hold. I hope you can all join us. It will be great fun.

STAFF REPORTS:

Janean Parker: 1) It is good to be back. I am happily married now and I am looking forward to a nice Fall. Thank you for the reprieve. 2) I received a letter from the FAA regarding the Airport Governance Agreement. The Airport Board Meeting is on September 8, 2011, at 2:00 p.m. We will be reviewing the FAA comments with the other entities and discuss how to incorporate them. Mayor Futcher congratulated Janean on her nuptials and welcomed her back.

David Sypher: 1) The Chip Seal Project will begin on September 16, 2011. It will be about a 3 day process. 2) The final order of the poles for the Street Lighting Project is supposed to arrive Friday. We are hoping to begin this project around September 12th or 16th. 3) The concrete roof pour on the Paxton Reservoir Project is done. The next step is to wrap and shotcrete the walls for tensile strength. 4) There will be an Airport Workshop September 8, 2011 at 2:00 p.m. to discuss the FAA Governance Agreement and the budget. Janean Parker has done a fantastic job in laying out the agreement. I appreciate all the work she has done on it. 5) We are in the process of receiving bids on the three waterlines that continually break in North Kelso. We had to separate these repairs because of costs. If the costs come in proper, you will see the contracts up for award in the next council meeting.

Nancy Malone: 1) I have recently hired Stephanie Helem as the Community Development Planning Assistant. She will help me with permit intake, permit issuance, answering phones, planning and building questions, and project review. Stephanie has been with the City for approximately 3 years. I believe she will be a real asset to the Community Development Department. 2) We are waiting for the bonding submittal, the final review and signatures to record the short plat of the Old Highlander site. We have yet to receive the building application from Jack in the Box. 3) I will be meeting with the County and the Department of Ecology regarding the Shoreline Master Plan Update. We will be determining end dates for drafts, final materials and deliverables for each phase. We will be setting a budget to accomplish those phases. 4) Next week is a Planning Commission Meeting. We will be working on continuing updating the Comprehensive Plan. I will be introducing Stephanie to the Commission as the Community Planning Assistant. 5) I am working on getting the lawns with Nuisance Abatement concerns mowed. Councilmember Roberson said the Nuisance Abatement letters were very effective in his neighborhood.

Cindy Donaldson: 1) "The Red Canoe Children's Area Grand Opening" was last Tuesday. Volunteers helped by passing out books and book bags. There were arts and crafts. We had the "Balloon Lady" entertain us with balloon sculptures. The Red Canoe donated two computers for the Children's Area and \$1000 for children's books. 2) Story Time will begin on September 20, 2011, at a new time: 6:00 p.m. 3) Our *Friends of the Library* group is gearing up for a book sale at the Highlander Festival.

Andrew Hamilton: 1) In regards to the condemned house at 406 Burcham, I just wanted to point out that police officers do not enter buildings that are known to be unsafe. The officer will stand by and call out if there is anyone in it. 2) There is a new government system regarding uniform crime reporting called NIBRS (National Incident Based Reporting System). Kelso has already been trained and certified in this new system. Our crime statistics will seem a little up because NIBRS defines a crime differently then the UCR system did. 3) We just finished firearms training with the School District. 4) I want to remind everyone that school is starting up. Be aware of the speed zones and watch for kids on the streets. 5) There was an incident in Kelso where a witness stood by and waited to give an officer a statement. When one the officers began to be assaulted, the witness helped the officer out in a safe manner. We sent him a letter of recognition. We really appreciate what the citizens do for us. 6) One officer is currently on family-medical leave. That officer will be back in mid-October. Our overtime is in line with the budget. 7) The Highlander Festival is coming up. On Saturday, I will be selling pancakes at the Senior Center in the morning. In the afternoon, I will be at the festival helping in the Rotary Hamburger Wagon. Our officers will be helping with a variety of things throughout the festival, including the parade on Saturday at 10:00 a.m. It is a good annual community event. 8) The hot weather has people flocking to the Spray Park. We have officers monitoring that area. Mayor Fatcher asked when the Spray Park will be shut off. David Sypher said the Spray Park will stay open as long as the weather holds. Mayor Fatcher stated that having the Spray Park open during the hot weather may be keeping some people out of the rivers, therefore, saving lives.

Brian Butterfield: 1) As of September 1st 2011, Traci Howard has been promoted to the Deputy City Clerk position.

Traci Howard: No report.

COUNCIL REPORTS:

Kim Lefebvre: No Report.

Rick Roberson: 1) The Iron Horse Festival was held last Saturday. The event took place on Oak Street in front of City Hall. It went very smooth. John Peterson of Metro Tackle organized the event. Joyce Downer of Downers Cycle Service, along with others, did a lot of work on it. There were beautiful bikes to see. The event was put together very well. Holding the event on Oak Street kept South Pacific Avenue open.

Dan Myers: The CAP Board will be asking for bids on the new Grounds for Opportunity Coffee Shop. It will be located on the corner of Ash and Pacific Avenue. It is aimed to open for business in May, 2012. The CAP Board authorized the Coffee Shop to be a kitchen for "Meals on Wheels" and a culinary training facility.

Todd McDaniel: 1) Cowlitz Transit Authority is continuing with the branding process. We will have a meeting to discuss that in September. 2) We need to appoint someone to replace Mr. Karnofski's position on the Cowlitz Transit Authority Board. Mayor Fletcher said we need to look into replacing all of the committee positions held by Mr. Karnofski. He asked Denny to have Shelly provide a list of Mr. Karnofski's appointed positions.

James Webb: No Report.

Gary Schimmel: 1) I attended the "Grand Reopening of the Senior Center". I was presented with a plaque for the City of Kelso Council in recognition of the years the Catlin Grange Hall building was used for the Senior Center. A *Golden Spoon* was presented to recognize the idea to designate the facility to the Senior Center. I was asked to give the *Golden Spoon* to Denny Richards because it was his idea. It is surprising how much the building has transformed. 3) I took my family to the Kelso Library's "Red Canoe Children's Area Grand Opening". My kids loved it. The Teen Center and the Children's Area make the Library more inviting for the public.

David Fletcher: 1) The Airport Board meeting is scheduled this week. We will be taking a look at what the airport will need to be a stand-alone entity. It is going to take an additional amount of money to maintain the current level of services, beyond what the City already provides.

There being no further business, Mayor Fletcher adjourned the meeting at 7:55 p.m.



MAYOR



CITY CLERK