

**Montesano City Council Meeting Minutes
May 10, 2016 at 7:00 P.M. at Montesano City Hall**

1 Mayor Vini Samuel, Presiding
2 Meeting was called to order by Mayor at 7 pm

3
4 **FLAG CEREMONY** – Pledge of Allegiance

5
6 **COUNCIL MEMBERS PRESENT:** Councilman Chris Hutchings, Councilman David Skaramuca, Councilman
7 Dan Wood, Councilman Tyler Trimble and Councilman Ian Cope. Councilman Cope moved to excuse
8 Councilwoman King, seconded by Councilman Wood, *Motion passed 5-0 vote.*

9
10 **STAFF PRESENT:** Police Chief Brett Vance, Public Works Lead Kevin Hegel, Public Works Director Rocky
11 Howard, Forester Loren Hiner, Chief Financial Officer Doug Streeter and City Attorney Chris Coker.

12
13 **APPROVAL OF BILLS:** Councilman Trimble presented bills totaling \$46,857.21 for Checks 51591-51612.
14 Motion was made by Councilman Trimble to approve the bills and seconded by Councilman Wood.
15 Motion passed 5-0 vote.

16
17 Payroll \$121,968.17

18
19 **MEETING MINUTES APPROVED:** Motion to approve the April 26, 2016 council meeting minutes as
20 corrected was made by Councilman Trimble and seconded by Councilman Cope. *Motion passed 5-0*
21 *vote.*

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23 **PUBLIC COMMENT:** No public comment

24
25 **PRESENTATION:** Proclamation by Mayor Samuel, designating May 20th and 21st, 2016 Poppy Days in the
26 City of Montesano

27
28 **COMMITTEE REPORTS:**

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30 **Public Works**-Councilman Skaramuca reported the Public Works Committee met and discussed street
31 lights. There are a total of nine orphaned lights in the city. He and Councilman Wood reviewed each of
32 the lights and determined two should be removed from the City billing, one is outside the city limits and
33 the other is on private property. Public Works Director Rocky Howard is going to contact the PUD to
34 have the lights removed from city responsibility. The committee reported they are continuing to work
35 on a Street Light Policy. Rocky Howard also gave an update on the Re-Light Washington grant status.

36
37 **Forestry** – Forestry committee met prior to the Council meeting. Councilman Cope highlighted the new
38 display in City Hall highlighting the City forest. Councilman Cope reminded everyone of the upcoming
39 City Forest tour on May 17th, the group will meet at City Hall to depart at 6:00 pm. Councilman Cope
40 discussed the upcoming City Forest celebration and the potential for an acquisition of Forest land to add
41 to the City forest holdings and the use of the Fire Department brush unit outside the City limits. The
42 Committee determined the risk was too great to have the fire protection equipment away from the City
43 during peak fire season.

44
45 **Parks/Rec.** –No meeting, however Councilman Cope reported his attendance at a recent Parks Board
46 meeting and discussed potential improvements to Kelsey Park and Crait Field.

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48 **Technology** – Councilman Hutchings reported the committee met to discuss the installation and
49 locations for the City Wi-Fi project. The committee will prepare a recommendation for usage
50 restrictions. There was also a discussion to include the Chehalis Valley Historical Museum in the
51 coverage area.

52

53 **Public Safety** – No meeting

54

55 **Personnel** – No meeting

56

57 **MTO** – No meeting

58

59 **Finance** – Councilman Trimble reported on the Committee’s meeting discussing the draft General Fund
60 supplemental budget. Councilman Trimble highlighted various revenue and expenditure items and he
61 will schedule a follow up meeting with the committee prior to the next Council meeting. There was
62 discussion around the supplemental budget timing and the potential for a delay until the first meeting in
63 June.

64

65 **UNFINISHED BUSINESS:** A discussion for the East Pioneer project was tabled until the May 24th meeting

66

67 Mayor Samuel introduced a memorandum of understanding between the City and Five Star Dealerships
68 for the City Wi-Fi project. After a discussion, Councilman Trimble moved to approve the agreement,
69 seconded by Councilman Cope, *Motion passed 5-0 vote.*

70

71 Public Works Director Rocky Howard presented a contract for DBC Company for the Cemetery Paving
72 project. Councilman Cope moved to approve the contract, seconded Councilman Trimble. Councilman
73 Wood voiced concerns about the contract lacking appendix A, he noted this was the second meeting
74 where Council was being asked to approve an item that lacked all supporting documentation. He
75 advised staff to be more diligent when brining items forward for approval. The motion and second were
76 withdrawn and the contract will be resubmitted for the May 24th, 2016 Council meeting.

77

78 The vacant council position was discussed.

79

80 **NEW BUSINESS:** Mayor Samuel discussed that she; Attorney Coker and CFO Streeter are working on a
81 policy for Public Records Requests.

82

83 The correspondence from the Planning Commission was discussed regarding the Shoreline Master
84 Program. Councilman Wood requested the impacted property owners be notified for the meeting when
85 Council will take action. Ambulance Billing Clerk Debbie Wisdom reported she would notify the property
86 owners. A resolution will be drafted for approval for the May24th meeting.

87

88 **PUBLIC COMMENT:** No Comments

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90 **COUNCIL COMMENTS:**

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92 **Councilman Hutchings** –Thanked the Girl Scouts for their work at Kelsey Park.

93

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94 **Councilman Cope**-Thanked Public Works Director Rocky Howard for the tour he provided to the Parks
95 Board. He also reported the Parks Board discussed Bobby Moch for his efforts in the Olympics and felt
96 the City should find a way to honor him. He also stated he is looking forward to the 2017 budget
97 process. He thanked the Mayor for her proclamations
98

99 **Councilman Trimble** – Discussed the Bobby Mauck’s induction in the first class of the Montesano Hall of
100 Fame. Thanked the Girl Scouts for their work at Kelsey Park and commented on the new Forestry
101 display. Thanked staff for their work.
102

103 **Councilman Skaramuca** – Thanked the Girl Scouts and Public Works for their work at Kelsey Park,
104 thanked CFO Streeter for budget work and also mentioned the City of Forks has free Wi-Fi.
105

106 **Councilman Wood** – Discussed the Senior Center move to their new building and thanked everyone who
107 was involved in finding temporary housing for the Center at City Hall. Dan highlighted the upcoming
108 Spring Fling fundraiser Saturday and his tour of the new Senior Center facility. He congratulated the Girl
109 Scouts for their work at Kelsey Park. He also mentioned the Mayor’s radio appearance and some
110 operational changes he would like to see made to the draft budget prior to adoption
111

112 **MAYORS COMMENTS:** Happy to write the proclamation for Poppy Days. Westport and Hoquiam have
113 contacted her to discuss Wi-Fi in their downtowns. She talked about City staff, their hard work,
114 experience and pride in the City. She highlighted several projects across all departments.
115

116 At 8:18 pm, the meeting was recessed to Executive Session to discuss South Bay litigation/Mediation
117 under RCW 42.30.110. The session was expected to last ten minutes with no action to be taken
118 following the Executive Session.
119

120 At 8:28 the meeting was reconvened in regular session.
121

122 Motion to adjourn the meeting was made by Councilman Cope and seconded by Councilman Trimble,
123 *Motion passed 4-1 vote, Councilman Hutchings voted No.*
124

125 Meeting adjourned at 8:28 p.m.
126

127 Doug Streeter, CFO/City Clerk
128 Recording Available.