



CITY COUNCIL REGULAR MEETING MINUTES

Monday, April 21, 2014 at 7:00 p.m.

Camas City Hall, 616 NE 4th Avenue

NOTE: There are two public comment periods included on the agenda. Anyone wishing to address the City Council may come forward when invited; please state your name and address. Public comments are typically limited to three minutes, and written comments may be submitted to the City Clerk. Special instructions for public comments will be provided at the meeting if a public hearing or quasi-judicial matter is scheduled on the agenda.

I. CALL TO ORDER

Mayor Scott Higgins called the meeting to order at 7 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Greg Anderson, Don Chaney, Linda Dietzman, Tim Hazen, and Shannon Turk

Excused: Steve Hogan and Melissa Smith

Staff: Kristin Berquist, Phil Bourquin, Peter Capell, Sherry Coulter, Shawn MacPherson, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, and Nick Swinhart

Press: Heather Acheson, Camas Washougal Post Record

IV. PUBLIC COMMENTS

Joe Levesque, 2682 NW Norwood, referred to the document he distributed to Council and asked them to respond to Washington State University.

Boy Scout Troop 499 and Charles Bradshaw, 913 NW Ivy Street, from Troop 562 were in attendance.

V. CONSENT AGENDA

- A. Approved the minutes of the April 7, 2014, Camas City Council Meeting and the work session minutes of April 7, 2014.

[4-7-14 Council Meeting Minutes](#) 

[4-7-14 Workshop Meeting Minutes](#) 

- B. Approved claim checks numbered 120743 – 120908 in the amount of \$1,450,566.11.

- C. Authorized the Mayor to sign the New Market Tax Credit Professional Services Agreement with the Camas-Washougal Economic Development Association (CWEDA). CWEDA will hire a consulting firm to assist with establishing a Community Development Entity (CDE). The CDE is a necessary organization for attracting New Market Tax Credits (NMTC) that can help bridge the financial gap in projects that otherwise would be infeasible to pursue. The firm will also prioritize potential projects to apply for NMTCs. A project will be identified and applied for in each of the partner jurisdictions, including one in the City of Camas. The establishment of the CDE will cost CWEDA \$87,500. The City of Camas share is \$21,875. The City's share of the NMTC will be added to the budget in the upcoming Supplemental. (submitted by Pete Capell)

[140404 NMTC Professional Services Agreement](#) 

- D. Authorized the Mayor to sign the updated Inter-local Agreement to participate in the Regional Major Crimes Team. Camas Police Department has participated in the Clark County Regional Major Crimes Team for many years. The Inter-local Agreement has been updated and contains some slight changes to investigative protocol. Washington Cities Insurance Agency (WCIA) has reviewed the proposed Inter-local Agreement. This item was reviewed at the City Council workshop on April 7th, 2014. (submitted by Mitch Lackey)

[Regional Major Crimes Team Interlocal Agreement](#) 

- E. Authorized the Mayor to sign a letter of authorization to authorize the Grass Valley Elementary School Parent Teacher Association (PTA) to hold a fund raising raffle during their Fourth Annual Carnival and Silent Auction. The City places certain regulatory controls over gambling activities, including raffles, in order to protect the public. These regulations are codified under Camas Municipal Code (CMC) 9.20.090(b). Charitable organizations that wish to conduct a raffle are required to submit a written request to the Camas City Council. This item was reviewed at the Camas City Council Workshop on April 7, 2014. (submitted by Mitch Lackey)

- F.** Authorized the write-off of the March 2014 Emergency Services Medical (EMS) billings in the amount of \$64,371.17. This is the monthly uncollectable balance of Medicare and Medicaid accounts that are not collectable after receiving payments from Medicare, Medicaid and secondary insurance. (submitted by Cathy Huber Nickerson)
- G.** Authorized the write-off of two utility accounts due to bankruptcy. They are utility account 060462-000 in the amount of \$253.40 due to bankruptcy discharge and account of 015044-000 in the amount of \$129.50 as a bankruptcy case closed with no assets. (submitted by Cathy Huber Nickerson)
- H.** Authorized the Mayor to sign a contract agreement with Lacamas Swim and Sport to operate the Crown Park Pool. Lacamas Swim and Sport intends to open the pool on Saturday, June 21st or earlier and run it through Labor Day. If the weather is suitable and the City has the pool ready, they will open as early as Memorial Day. In addition to lifeguards, Lacamas Swim and Sport intends to provide swim lessons, concessions and other activities at the pool. Compensation will be the revenue generated from entrance fees, swim lessons and concessions. If a profit is made, the City and Lacamas Swim and Sport will meet to determine how to invest the profits into the program. (submitted by Pete Capell)

[Agreement with Lacamas Swim and Sport \(attachment added - April 18, 2014, and updated on 4-21-14\)](#) 

- I.** Awarded the contract for Project WS-714 STEP Sewer Main and WS-729 Relocate Waterline for Burlington Northern Sante Fe (BNSF) Rail Road to 3 Kings Environmental, Inc. in the amount of \$690,809.35. The contract for this project was bid on Tuesday, April 15, 2014. There were six bids received. The lowest responsible bidder was 3 Kings Environmental, Inc. with a total bid of \$690,809.35. The bid for Schedule "A" Project WS-714 STEP Sewer Main was \$334,337.58 and the bid for Schedule "B" WS-729 Relocate Waterline for BNSF RR was \$356,471.77. Project WS-714 will be funded by a Public Works Trust Fund (PWTF) loan in the amount of \$3,740,000.00. Project WS-729 has a line item in the adopted 2014 Budget in the amount of \$150,000.00. The remaining balance will be included in the upcoming Omnibus. (submitted by James Carothers)

[Project Bid Tabs](#) 

- J.** Authorized Pay Estimate No. 3 for Project WS-709D Water Transmission Main in the amount of \$705,462.86 to Rotschy, Inc. for work completed through April 1, 2014. This project is financed through the State of Washington Public Works Board Drinking Water State Revolving Loan

Fund with funds obtained from the U.S. Environmental Protection Agency and Washington Department of Health. The project is budgeted and fully funded. (submitted by James Carothers)

[WS-709D Pay Estimate](#)

- K.** Authorized the Mayor to sign the professional service contract amendment with OTAK Inc. for Project SS-568 Vactor Waste Facility Improvement Construction Management Services in an amount not to exceed \$21,706. This contract amendment will provide construction staking, material submittal review, required archeological monitoring, and overall project management for compliance with the Department of Ecology grant requirements. The original budget appropriation for this project was in 2013. A number of factors have contributed to delaying the project, including additional shoreline requirements not anticipated in the original scope, archeological concerns and Department of Ecology requests for additional submittals. Finance will be re-appropriating 2014 budget authority in the upcoming omnibus package. (submitted by Eric Levison)

[OTAK Contract Amendment](#)

- L.** The following items were declared surplus: Equipment No. 212 Ranger Pickup, Equipment No. 345 All Terrain Mower, Equipment No. 358, 377, and 381 Crown Victoria's; City ID No. 000376 Sun Exhaust Gas Analyzer SGA 9000, City ID No. 001149 Gas Analyzer DGA 1000, miscellaneous car parts from police vehicles including partitions and light bars, and obsolete two-way radio equipment. (submitted by Eric Levison)
- M.** Authorized the Mayor to sign the Professional Service Contract Amendment with FCS Group for Project WS-678 Utility Rate Study to evaluate the Sewer System Development Charge (SDC) for an amount not to exceed \$3,800. The amendment will provide for a technical memo on sewer SDC's as they relate to the Commercial I and Commercial II groups. (submitted by Eric Levison)

[FCS Group Contract Amendment](#)

- N.** Authorized the Mayor to sign the AKS Engineering and Forestry Professional Services Contract Amendment for Project WS-709B Forest Management to develop the second phase of the forest management plan for an amount not to exceed \$47,500. The second phase of the Jones/Boulder Forest Management Plan is scheduled for 2014. This contract amendment will provide for the boundary survey, harvest unit layout, road design, securing the Forest Practices Act (FPA) Permit and other permits as necessary, and bid documents for a 2014-2015 harvest. (submitted by Eric Levison)

AKS Amendment 

It was moved by Don Chaney, seconded by Greg Anderson to approve the Consent Agenda. The motion carried unanimously.

NOTE: *Any item on the Consent Agenda may be removed from the Consent Agenda for general discussion or action.*

VI. NON-AGENDA ITEMS

A. Staff

There were no comments from staff.

B. Council

Anderson thanked the Fire Department for the quality fire training burn that occurred on Saturday, April 19th.

VII. MAYOR

A. Announcements

Mayor thanked Council for their authorization to participate in the New Market Tax Credit Program and of the contract with Lacamas Swim and Sport which will extend the hours and programs at the Camas pool.

B. Proclamations

[Proclamation for Employer Support of the Guard and Reserve](#) 

Mayor Higgins read a proclamation proclaiming the City of Camas supports the Guard and the Reserves.

[Proclamation for National Community Development Week](#) 

Mayor Higgins read a proclamation declaring the week of April 21-26 as National Community Development Block Grant Week.

VIII. COMMUNITY DEVELOPMENT

A. Public Hearing to consider the Annexation of NW 18th Avenue (File No. ANNEX14-02)

Details: This annexation brings into the city limits a portion of NW 18th Avenue right-of-way, also known as SE 40th Street, east of SE 201st Avenue near the western portion of property owned by Sharp. This right-of-way was not included in either property annexations of the adjacent properties to the north and south of NW 18th Avenue. There is no private property included in this proposed annexation. Clark County has quit claimed this right-of-way to the City of Camas. This annexation will ensure that the City of Camas has sole local agency jurisdiction over permitting, construction, and operations and maintenance of the NW 18th Avenue Bicycle and Pedestrian Improvements Project. The annexation area is identified on Exhibit "B" of the attached quit claim deed.

Department/Presenter: Phil Bourquin, Community Development Director

[Vicinity Map](#) 

[Quit Claim Deed](#) 

Mayor Higgins opened and closed the public hearing at 7:17 p.m. as there was no one from the public who wished to give testimony.

B. [Ordinance No. 2700 Annexing a Portion of NW 18th Avenue \(File No. ANNEX14-02\)](#)

Details: Ordinance to approve the NW 18th Avenue Annexation is attached for review.

Department/Presenter: Phil Bourquin, Community Development Director

[Ordinance 2700 with Exhibit A](#) 

It was moved by Shannon Turk, seconded by Linda Dietzman that Ordinance No. 2700 be read by title only. The motion carried unanimously.

It was moved by Shannon Turk, seconded by Linda Dietzman that Ordinance No. 2700 be adopted and published according to law. The motion carried unanimously.

IX. ADMINISTRATIVE SERVICES

A. [Resolution No. 1294 creating the position of Custodial Aide, and establishing a salary scale for the position.](#)

Details: This resolution created the position of Custodial Aide and sets the salary scale. Discussion regarding this position took place at the April 7th Council Workshop and was presented by Pete Capell.

Department/Presenter: Jennifer Gorsuch, Administrative Services Director

[Resolution 1294](#) 

It was moved by Shannon Turk, seconded by Greg Anderson that Resolution No. 1294 be read by title only. The motion carried unanimously.

It was moved by Greg Anderson, seconded by Shannon Turk that Resolution No. 1294 be adopted. The motion carried unanimously.

B. [Camas Police Officers' Association \(CPOA\) Bargaining Agreement for the one year period beginning January 1, 2014, and ending December 31, 2014.](#)

Details: This topic has been previously discussed and guided by City Council and has been the subject of closed sessions on labor negotiations. CPOA has ratified the agreement.

Department/Presenter: Jennifer Gorsuch, Administrative Services Director

[CPOA 2014](#) 

It was moved by Linda Dietzman, seconded by Don Chaney to adopt and authorize the Mayor to sign the CPOA Bargaining Agreement. The motion carried unanimously.

X. [PUBLIC COMMENTS](#)

Charles Bradshaw, 913 NW Ivy Street, asked for suggestions to earn community service hours toward a merit badge and Council members responded.

XI. [ADJOURNMENT](#)

The meeting adjourned at 7:25 p.m. and Council went into a closed session to discuss labor negotiations for an estimated 15 minutes.

XII. [CLOSED SESSION](#)

A. Labor Negotiations (added 4:45 p.m. on 4-16-14)

NOTE: *The City of Camas welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that a person with special needs has the opportunity to participate. For more information, please call 360.834.6864.*

Quick Preview of Agenda and Supporting Documents - Posted April 16, 2014

[Council Agenda with Supporting Documents](#) 

Mayor

City Clerk