

CITY COUNCIL REGULAR MEETING MINUTES Monday, May 20, 2013 at 7:00 p.m. Camas City Hall, 616 NE 4<sup>th</sup> Avenue

# I. CALL TO ORDER

Mayor Scott Higgins called the meeting to order at 7pm.

## II. PLEDGE OF ALLEGIANCE

## III. ROLL CALL

- Present: Greg Anderson, Don Chaney, Linda Dietzman, Tim Hazen, Steve Hogan, Melissa Smith, and Shannon Turk
- Staff: Phil Bourquin, Leisha Copsey, Sherry Coulter, Joan Durgin, Jennifer Gorsuch, Eric Levison, Shawn MacPherson, Nina Regor and Rob Skeens
- Press: The press was not present

## IV. PUBLIC COMMENTS

There were no comments from the public.

#### V. CONSENT AGENDA

Chaney asked for clarification regarding items "C" and "D" on the consent agenda. Levison responded to Chaney's inquiries.

**A.** Approve the minutes of the May 6, 2013, Camas City Council Meeting and the Work Session minutes of May 6, 2013.

May 6, 2013, City Council Meeting Minutes Solution

May 6, 2013, City Council Workshop Meeting Minutes 🥯

- **B.** Approve claim checks numbered117090-117260 in the amount of \$1,013,790.07.
- **C.** Authorize the Mayor to sign the Professional Service Contract Amendment with Gray & Osborne, Inc., in the amount of \$131,889 for phase 2B of the Wastewater Treatment Plant (WWTP) Project. The amendment provides funding to program a Human Machine Interface (HMI) application for the WWTP. The amendment includes a Management Reserve Fund of \$30,000 for contingencies. In order to

access the reserve fund, Gray &Osborne, Inc., must obtain written approval from the City. (submitted by Eric Levison)

Gray & Osborne, Inc., Professional Service Contract Amendment 🥯

D. Authorize the Mayor to sign a 12 month contract extension with Northstar Chemical, Inc., for Project WS-724 2013 Chemical Purchase and Service. The City's existing contract for chemical purchase and service of sodium hydroxide allows for a contract extension to occur provided that both parties (The City of Camas and Northstar Chemical, Inc.) mutually agree to such extension, subject to Northstar Chemical, Inc., price per pound, delivered. Operations and WWTP staff have indicated satisfactory results with the City's current supplier. This material is a budgeted expense. (submitted by Eric Levison)

Chemical Purchase Contract Extension 🥯

- E. Authorize the write-off of the April 2013 Emergency Medical Services (EMS) billings in the amount of \$49,950.73. This is the monthly uncollectible balance of Medicare and Medicaid accounts that are not collectable after receiving payments from Medicare, Medicaid and secondary insurance. (submitted by Pam O'Brien)
- **F.** Authorize Release of Retainage for Project S-552B 2011 Camas Pavement Project (slurry seals) in the amount of \$5,904.83 to Intermountain Slurry Seal Inc. All required releases have been received. (submitted by James Hodges)

Release of Retainage for Project S-552B S

**G.** Approve Pay Estimate No. 1 for Project SS-578 2013 NW Lake Road Invasive Species Removal to Green Tree Landscaping, Inc., in the amount of \$5,428.50. The pay estimate is for work completed in April 2013. (submitted by Anita Ashton)

Pay Estimate No. 1 for Project SS-578 S

H. Reject all bids for Project P-883 Camas Police Facility Fencing. One bid was received and opened on Monday, May 5, 2013. The bid amount of \$71,854.02 is approximately \$22,359.00 over the Engineer's Estimate. This bid amount is also over the amount budgeted for the project (\$60,000.00). Staff's recommendation is to reject all bids. Staff will re-evaluate the project at a later date. (submitted by Denis Ryan, Public Works Operations Supervisor)

Bid Tab for Project P-883 🥯

I. Approve Pay Estimate No. 1 for Project WS-720A 2013 STEP/STEF Tank Pumping to AAA Septic Service in the amount of \$7,410.57. The pay estimate is for work completed through April 30, 2013. This project is budgeted and fully funded. (submitted by James Hodges)

Pay Estimate No. 1 for Project WS-720A Solution

J. Approve Pay Estimate No. 31 (final) for Project WS-656 WWTP Improvements, Phase 2A to McClure and Sons, Inc., in the amount of \$160,428.75, and accept project as complete. This project is budgeted and fully funded. (submitted by James Hodges)

Pay Estimate No. 31 for Project WS-656 Solution

It was moved by Greg Anderson, seconded by Steve Hogan 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

Dietzman thanked all of the volunteers that have made a difference in the City of Camas.

Mayor announced that a local citizen has volunteered to water the flower baskets in the downtown area and thanked him for his efforts.

## VII. MAYOR

#### A. Announcements

Mayor Higgins presented Finance Director Joan Durgin with a 24 year service pin.

**B.** World Elder Abuse Awareness Day Proclamation

Proclamation S

Mayor Higgins read a proclamation declaring June 15, 2013, as Elder Abuse Awareness Day.

#### VIII. HUMAN RESOURCES

A. Resolution No. 1270 Revising the City of Camas Salary Scale for the Position of Finance Director

Details: This item was previously discussed with City Council at the May 6, 2013, Council Workshop.

Department/Presenter: Nina Regor, City Administrator and Jennifer Gorsuch, Human Resources Director

Resolution No 1270 - Revised May 20, 2013 Solution

It was moved by Don Chaney, seconded by Steve Hogan to amend Resolution No. 1270 to reflect an effective date of May 1, 2013.

Don Chaney withdrew his initial motion.

It was moved by Don Chaney, seconded by Steve Hogan that Resolution No. 1270 be read by title only. The motion carried unanimously.

It was moved by Don Chaney, seconded by Steve Hogan that Resolution No. 1270 be amended under Sub Section II to reflect an effective date of May 1, 2013, and be adopted. The motion carried unanimously.

**B.** Collective Bargaining Agreement Between the City of Camas and the Camas Police Officer's Association (CPOA)

Details: The collective bargaining agreement between the City of Camas and the CPOA is for a one year period beginning January 1, 2013, and ending December 31, 2013. This item was previously discussed with City Council and has been the subject of Executive Sessions. The CPOA bargaining group has ratified the labor agreement.

Department/Presenter: Jennifer Gorsuch, Human Resources Director

2013 CPOA Agreement 🦠

It was moved by Linda Dietzman, seconded by Melissa Smith to approve ratification of the agreement and authorization for the Mayor and City Administrator to sign the agreement. The motion carried unanimously.

#### IX. FINANCE

#### A. Ordinance No. 2674 Authorizing the Execution of a Financing Contract for Heating Ventilation and Air Conditioning (HVAC) Equipment

Details: The City has received credit approval from the Washington State Treasurer's Office to borrow up to \$375,000 to finance installation of new HVAC equipment in the police facility and the library. The City intends to finance this over 10 years and the interest rate will be decided in late June when the Treasurer issues bonds. The interest rate will be a favorable rate, much better than what the City could receive on our own. Energy and maintenance costs savings are expected to be approximately \$30,000 a year with this new equipment.

Department/Presenter: Joan Durgin, Finance Director

Ordinance No. 2674 🥯

It was moved by Steve Hogan, seconded by Melissa Smith that Ordinance No. 2674 be read by title only. The motion carried unanimously.

It was moved by Steve Hogan, seconded by Greg Anderson that Ordinance No. 2674 be adopted and published according to law. The motion carried unanimously.

#### X. ADMINISTRATION

**A.** Ordinance No. 2675 Providing for the Combination of the City Clerk with the City Administrator, and Providing for the Appointment of a City Treasurer

Details: The purpose of this ordinance is to transfer the duties of the City Clerk to the City Administrator and to provide for the appointment of a City Treasurer. Since 1970, the Clerk and Treasurer functions have been combined, and currently fall within the purview of the Finance Director. The functions of the Treasurer would remain with the Finance Director. This proposal was discussed at the May 6, 2013, City Council Workshop.

Department/Presenter: Nina Regor, City Administrator

Ordinance No. 2675 🥯

It was moved by Linda Dietzman, seconded by Steve Hogan that Ordinance No. 2675 be read by title only. The motion carried unanimously.

It was moved by Linda Dietzman, seconded by Tim Hazen that Ordinance No. 2675 be adopted and published according to law. The motion carried unanimously.

**B.** Real Estate Purchase and Sale Agreement with Arthur C. Piculell, Jr. and Dee W. Piculell, Husband and Wife, within the Lake Hills Subdivision

Details: At the May 6, 2013, Council Workshop, the City Council discussed the proposal to acquire a seven acre parcel within the Lake Hills Subdivision per an agreement of May 24, 2012. In the agreement, the City agreed to pay \$272,000 and \$15,000 in park impact fee credits for this acquisition. There was consensus to bring this item forward.

Department/Presenter: Nina Regor, City Administrator and Shawn MacPherson, City Attorney

Purchase and Sale Agreement Sol

It was moved by Don Chaney, seconded by Shannon Turk to authorize the Mayor to sign on behalf of the City of Camas a Real Estate Purchase and Sale agreement with earnest money provision with Arthur C. Piculell, Jr.

## and Dee W. Piculell, husband and wife, within the Lake Hills Subdivision. The motion carried unanimously.

Chaney expressed his gratitude for all of the hard work Durgin has done to benefit the City over the past 24 years.

Mayor and Council echoed Chaney's comments.

## XI. ADJOURNMENT

The meeting adjourned at 7:28 p.m.

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 May 15, 2013

Council Agenda with Supporting Documents S

Mayor

City Clerk